



REGULAR MEETING OF THE CASTAIC AREA TOWN COUNCIL

Meeting Location:
Castaic Union School District Office
Board Room
28131 Livingston Ave.
Valencia, CA 91355

Contact:
Castaic Area Town Council
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Agenda Minutes

Wednesday, March 19, 2014
6:30 P.M. Board Room

In general, any document provided to a majority of the members of the Town Council regarding any item on this agenda will be made available for public inspection at our website, castaicareatowncouncil.org, during normal and/or at the meeting except that meeting minutes will be made available by contacting the Town Council Secretary. A nominal fee may be charged to cover the cost for copies.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meetings of the Castaic Area Town Council, please contact the Castaic Area Town Council. Notification 5 working days prior to the meeting will enable the Town Council to make reasonable arrangements to ensure accommodation and accessibility to this meeting.

CALL TO ORDER ___6:40___ P.M.

1. **ROLL CALL** - Members _7_, Quorum _Y_

Region I	John Kunak	Marty Kreisler
Region II	Greg Kimura	Stephanie Ebia
Region III	Dean Paradise (Vice President)	Sandia Ennis (Secretary)
Region IV	Jeff Preach	Flo Lawrence (President)
Region V	Kelly Quick (Treasurer)	Dawn Faulconer

A. PLEDGE OF ALLEGIANCE By: Scout

B. INVOCATION By: Flo Lawrence

C. APPROVAL OF AGENDA Comments and/or questions on Agenda items.

Motion: Approve agenda

First: Y

Second: Y

Vote: Pass/All

HEARING SESSION

This is the time set aside for individuals wishing to address the Town Council on matters not listed on the agenda. State Law prevents the Council from acting on any matter not listed on the agenda, or from discussing any such matter in any detail. Speakers, who must have submitted their "Request to Speak" form prior to the start of the meeting, should limit their comments to a maximum of 3 minutes per speaker, 20 minutes per topic, and should only expect the Council to take their comments under advisement for possible future discussion and/or action.

If an individual wishes to speak on a matter that is on the agenda, they will be called upon when that item is brought up. Request to Speak Forms are located in the back of the room and can be quietly submitted to any Council Member.

A. Advance Requests to Speak. _1_

1. David Huffaker with Castaic School District – Notice of QR Bond structure and allocations. Smart Boards, HVAC, Fire Prevention, Summer Updates

- B. Estimated number of guests in attendance, all parties, excluding Council Members. _17_

2. SPECIAL REPORTS

- A. **Report from Los Angeles County Supervisor's Office.** Presented by Rosalind Wayman, Senior Deputy to Supervisor Michael D. Antonovich
1. Toxic water – 4/12
 2. Playground upgrade at Castaic Sports Complex
 3. Pyles Boys Camp
 4. Storage Center Expansion

3. COMMITTEE REPORTS AND PRESENTATIONS

B. **Public Safety**, Chair - John Kunak

1. Los Angeles County Sheriff's Dept. – Ofcr. Brian Rooney – Report, May Expansion
2. California Highway Patrol – Ofcr. Byrod - Report
3. Los Angeles County Fire Dept. - Com. Srvcs. Liaison Stephanie English- Report
4. Los Angeles County Sheriff's Dept. Park Bureau – Sgt. Lendman- Report

C. **Parks and Recreation**, Chair - John Kunak

1. Castaic Library Report - Library Manager Mathew Gill - Report
2. Castaic Lake Report - Lake Superintendent Lori Bennett – Report, no 2014 fireworks or swimming this summer
3. Castaic Regional Sports Complex Report - Supervisor Michelle Whitaker -

D. **Castaic High School Ad-hoc Committee**, Chair - Flo Lawrence

1. Castaic High School - Status Report - Letter

E. **Land Use and Community Standards**, Chair - Dean Paradise

1. New Projects Report – State approved – 3 new projects

F. **Chiquita Landfill Committee**, Chairs - Flo Lawrence, Stephanie Ebia and Jeff Preach

1. Status Report – No Report

G. **Operation SnowFlake**, Chairs – Jeff Preach and Kelly Quick – 2 letters, send 3rd

H. **Audit Committee**, Chairs Marty Kreisler and Dawn Faulconer – Report, see page 6 and signed copy on file.
(Present financial discovery in March of each year)

I. **Castaic Lake Run**, Directors - Flo Lawrence and Tyrus Minter, Coordinator – Sandia Ennis, Council Members and Volunteers

4. CONSENT CALENDAR

Unless a Council Member, or a member of the audience, has a question concerning a particular item and asks that it be withdrawn from the Consent Calendar; the consent items are approved with a single motion without discussion by the Town Council.

- A. Minutes of the CATC Regular Meeting – January 15, 2014, February 19, 2014
- B. Minutes of the CATC Agenda Planning Meeting – March 6, 2014

C. Treasurer's Report – February 2014

Motion: Approval of Consent Calendar

First: Y Second: Y Vote: Pass/All

5. DISCUSSION/ACTIONS ITEMS/NEW BUSINESS

1. Topic - Announcement of 2014 Member Slate for the Land Use Committee

Motion: Approve Slate

First: Y Second: Y Vote: Pass/All

2. Topic - Discovery Report for 2013 from the Audit Committee

Motion: Reported and Accepted

First: Y Second: Y Vote: Pass/All

3. Topic - Letter to MTA for Secondary Access for the Castaic High School

Motion: Draft approved with modifications

First: Y Second: Y Vote: Pass/All

4. Topic - Discuss Run Expense List, estimated and proposed costs

Motion: No Motion, discussion only

First: Second: Vote:

6. CORRESPONDENCE / COUNCIL INFORMATION / DISCUSSION

1. Notice of Projects from Los Angeles County Department of Regional Planning and other correspondence and/or Council information.
2. Discussion of any items on the Notice that may require action prior to the next Town Council meeting.

7. ITEMS FOR POSSIBLE DISCUSSION, FUTURE CONSIDERATION AND/OR UNDER PREPARATIONS

A. Open discussion by Council Members for future consideration.

- 1.
- 2.
- 3.

Final comments or questions from audience guests on agenda matters only. 3 minute limit per speaker. Request to Speak forms required.

NOTICES:

Next Castaic Area Town Council Planning Meeting is **Thursday, April 3, 2014.**

Next Castaic Area Town Council Land Use Committee Meeting is **TBD.**

Next Castaic Area Town Council Regular Meeting is **Wednesday, April 16, 2014.**

ADJOURNMENT

Motion: Adjourn

First: Y

Second: Y

Time: 8:21pm

Vote: Pass/All

**18th Annual Castaic Lake 5K Run/Walk and 10 Mile
 “Splash Run”
 1K Kids Fun Run
 Sunday, April 27, 2014**

Preliminary Run Expenses List

Item	Description	Vendor	Amount
Awards	awards, plaques and pins	Crown Trophy	\$ 600.00
Timing	timing, management, tracking	Gemini Timing	\$ 2350.00
Insurance	event coverage/insurance		\$ 500.00
Reservation	event facility reservation fee	Castaic Lake	\$ 625.00
Announcer	announcing services	Mark Tipton	\$ 200.00
Promo	adult tech and cotton tees	Mobile Mart	\$ 5,000.00
Promo	sports towels	Mobile Mart	\$

Sponsors and Volunteer Organizations List
 (Donation amounts are based on event success and/or percentage)

- Castaic Lions Club
- Warm Springs
- Education Foundation
- Young Marines
- Friends of the Lake
- Tap Solutions
- Santa Clarita Running Company
- Boy Scout Troop

Castaic Union School District – donations are done as a fundraiser for each School, based on 5k sign up through each Castaic District School entries.

Additions:

February 27, 2014

Castaic Area Town Council

Dear Council Members:

The CATC Audit Committee (AC) has completed the 2013 audit of financial records, as required in the Bylaws.

Marty Kreisler and Dawn Faulconer make up the Audit Committee (AC). We met tonight with CATC Treasurer, Kelly Quick.

The AC requested the twelve Treasurer Reports approved at CATC meetings, twelve Wells Fargo Bank Statements and the original documentation, like invoices, statements or other documentation to pay expenses disbursed from the bank.

For each month, the AC compared the bank balances reported on the bank statements with the bank balances reported on the Treasurer Reports. The AC found that the Treasurer Reports were accurately reported for each month.

In addition, the AC requested original documentation for each disbursement made during the months of March, June and September, 2013. This represents a sample of three months or 25% of the year.

The review went well. All documentation was accounted for and verified for accuracy on the Treasurer Reports.

The AC requests that the March CATC meeting include an agenda item for the audit and a copy of this letter is given to the Council Members, requesting approval of the audit process and procedure.

The AC would also like to suggest that the CATC consider allowing a Treasurer to serve three consecutive years (if willing) unless the Treasurer is termed out or otherwise can't serve. We also observed that our Treasurer, Kelly Quick is dedicated and doing an excellent job for the CATC.

We are open for questions and feedback.

Marty Kreisler

Dawn Faulconer