



# SPECIAL MEETING OF THE CASTAIC AREA TOWN COUNCIL

**Meeting Location:**  
Castaic Denny's  
Community Room  
31724 Castaic Road  
Castaic, CA 91384

**Contact:**  
Castaic Area Town Council  
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## *Agenda Minutes*

**Thursday, December 4, 2014  
6:00 P.M., Denny's in Castaic**

The purpose of the Special meeting of the Castaic Area Town Council is to address an immediate action/actions. No other Actions will be taken or considered by the Town Council unless specifically placed in the agenda below. 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**      \_\_\_6:09\_\_\_ 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

**2. PUBLIC COMMENT(S)**

Bylaw comments or questions from audience guests only. 3 minutes limit per speaker. Request to Speak forms required.

**Requests to Speak:**

1. Susie Evans – Article 4, Section 3 and 4 – Service Contracts majority and Non-Service contracts as 2/3 majority, Article 8 – notification – agendas on website, public postin, Article 12 – terms of office
3. Policy and procedures vacancy for unopposed refers to a Special Election or vacant seat.
2. Erica Larsen – Policy and Procedures, what changed? Reviewed updates, Article 2, would like B sentence back in. Members agreed to place back in bylaws: A2B. To provide a frequent forum or other means of gathering community views, wishes and concerns. Article 4 - would like a description of service contracts vs non-service contracts? Explained Section 7 - clarify meeting place, Article 9, who are election committee members? Defined in election policy and procedures, 3 terms seems too much.
3. Abigail De Sesa – Article 12 terms of office, see sentence proposed and added to bylaws: A council director may serve and/or seek a (3<sup>rd</sup>) third consecutive term ONLY if no qualified application(s) are received upon the closing of the designated open application period for the regions open seat. In the event at least (1) one qualified application is received the current council director will not be permitted to run for a (3<sup>rd</sup>) third consecutive term.
4. Karl Reimecker – How does electorate approve bylaws? By signed bylaws of 2001, Original Town Council Member and author of Bylaws and Castaic Area Town Council. An honor and appreciate the feedback.
5. Sara Sage – Questions on how Regions are divided and elections? The Regions are divided by boundaries and elections are by precinct. A new and updated Regions Map is being proposed at next Regular meeting.

Bylaws should follow the Brown Act. Brown Act compliance with up to standing directors as stated.

6. Glen Ennis - Good to be less specific to Castaic Area Town Council and then directors are not tied down to a bad bylaw. Appreciate all the hard work and dedication of the Council to establish a full set of Bylaws. Bylaws are not specific and policy and procedures allow for guidelines.

**3. DISCUSSION** – Considered feedback and motioned as adopted.

**4. BYLAW COMMITTEE BRIEF**

Bylaw Chair will provide a committee brief. See page 3.

**5. BYLAW ADOPTION**

Motion: To adopt the bylaws with Article 2B sentence included and Article 12 contingency added to terms.

First: X                      Second: X                      Vote: Pass/7/0/0

**6. ADJOURNMENT**

Motion: To adjourn

First: X                      Second: X                      Time: 7:35pm                      Vote: Pass/7/0/0

## **BYLAW COMMITTEE PROCEEDINGS BREIF**

### **Reference from Original Policy and Procedures:**

#### **ARTICLE 18: PROCEDURES TO AMEND OR REVISE THE BYLAWS.**

##### **SECTION 2: Amendment:**

*An amendment to the Bylaws may be proposed by a Director of the Castaic Area Town Council Inc., or a committee selected to amend the bylaws. Proposed amendment(s) shall be in writing and presented to the Castaic Area Town Council Inc. Secretary for verification as to compliance with these bylaws. The proposed amendment(s) shall be made available to Directors one month prior to the meeting at which the amendment(s) is to be considered. Adoption of the Bylaws shall require a (2/3) two-thirds majority vote of the Directors*

##### **SECTION 3: Revision:**

*A revision to these bylaws may be proposed by a Director, and is subject to a majority vote of directors. Upon an affirmative vote the President shall appoint a Director as Bylaws Committee Chairman, and provide a (30) thirty-day public notification period. After (30) thirty-days the Committee chairman shall select a bylaws committee from the Directors and community volunteers. The revised bylaws shall be presented to the Castaic Area Town Council Inc. in a Special Meeting. The committee chairman shall explain each proposed revision and make clear what is new about each provision or how it differs from the corresponding provision of the existing bylaws. Adoption of the revised bylaws shall be a (2/3) two-thirds majority vote of the Castaic Area Town Council Inc.*

It was determined by the Castaic Area Town Council of elected directors that we lacked complete and editable bylaws. We requested and received pdfs' from previous town council member, Lloyd Carder. Based on these documents and 2 (two) vacant seats we motioned for the Bylaws to be rewritten in editable documents at the November 20, 2013 regular meeting. At the April 3, 2014 planning meeting it was proposed to create a Bylaw Committee. At the April 16, 2014 regular meeting a motion was passed to form a Bylaw Committee. Word format of documents were received on September 3, 2014 and forwarded to directors. At September 4, 2014 planning meeting the first meeting was set for the Bylaw Committee. At September 17, 2014 regular meeting the committee was formally placed on the agenda and status provided.

#### **Bylaw Committee Chair - Sandia Ennis**

**Directors: Mary Kreisler, Dawn Faulconer**

**Community Members: Matthew Gill, Glen Ennis**

#### **Meetings:**

September 15, 2014 - Overview of Original Bylaws and Policy and Procedures: printed, discussion and suggested updates.

November 11, 2014 - Overview of updates and proposed adoption to be at next Regular Town Hall meeting.

December 2, 2014 - Final overview of updates for committee and directors.

Note: Additional Directors of the Castaic Area Town Council were present at Bylaw meetings. Feedback was provided by the standing Directors of the Castaic Area Town Council and Community Members in regards to the Bylaws and Policy and Procedures. Members provided feedback by email, written or in person to be discussed and considered at each committee meeting.