

CHARTER FOR THE WEST RANCH TOWN COUNCIL

A. ADOPTION:

Approved by unanimous vote and Adopted by the WEST RANCH TOWN COUNCIL on September 2, 2015.

B. PURPOSE OF THIS CHARTER:

1. This Charter recognizes the WEST RANCH TOWN COUNCIL.
2. This Charter requires the WEST RANCH TOWN COUNCIL to create Bylaws and Procedures in accordance with the requirements herein.
3. This Charter establishes boundaries for the Area of Representation for the WEST RANCH TOWN COUNCIL.

C. AREA OF REPRESENTATION:

The Area of Representation for the WEST RANCH TOWN COUNCIL is defined by the map attached hereto as Exhibit "A" and includes, but is not limited to, the communities of Sunset Pointe, Southern Oaks, Stevenson Ranch, Westridge and Newhall Ranch.

D. AMENDMENTS TO THIS CHARTER:

1. Charter Amendments shall be approved by unanimous vote of the members of the WEST RANCH TOWN COUNCIL or a two-thirds (2/3) majority vote of eligible registered voters either by referendum or by general election called by the WEST RANCH TOWN COUNCIL. The phrase "eligible registered voters" is defined as those voters registered by the County of Los Angeles to vote in the Area of Representation of the WEST RANCH TOWN COUNCIL.

E. PURPOSE OF THE WEST RANCH TOWN COUNCIL:

The WEST RANCH TOWN COUNCIL is an established town council having been founded by Richard Rioux, Ph.D. in the early 1990s recognized thereafter by Michael Antonovich, Supervisor of the Fifth Supervisorial District for the County of Los Angeles. Originally known as the Stevenson Ranch Town Council, its name was changed to the WEST RANCH TOWN COUNCIL in the early 2000s.

Town councils are private, community organizations with no governmental decision-making power or authority over matters subject to control by local, county and state governments. Town councils are informal organizations with limited structure and possess no formal powers or service-providing abilities. Town councils have no authority over subject matters controlled by the county or state and are not subject to control by the county or state. There are no provisions in local, county or state law that authorize, establish, govern, form or operate town councils. Town councils cannot levy or collect taxes and cannot create or enforce laws. Town councils receive no county or other government funding and derive funds from donations and fees.

Town councils are advisory in nature and serve the community by mirroring and promoting community values, lifestyles, goals and concerns of the community through town council meetings. Town councils provide alternative means of gathering community input and, in turn, present those viewpoints to appropriate agencies.

Town councils are where issues and concerns of the community are “brought to the table” and discussed openly in a public forum. Town councils act as a bridge between the local community and county and other local governments. Town councils are actively involved in advising the Supervisor for the Fifth Supervisorial District for the County of Los Angeles on development projects, traffic solutions and work with county personnel on creative solutions to challenging problems. Town councils can also address issues of concern that are not within the county’s purview, such as schools.

Town councils are autonomous and directly responsible to their communities through their Charters, Bylaws and Procedures. It is the responsibility of established town councils to develop their own general standards, rules of order and Bylaws and Procedures, which define and guide the town council.

Because town councils are private entities with no governmental decision-making power or authority, town councils are not subject to the Brown Act open meeting requirements as it is not an official legislative body created by law.

F. WEST RANCH TOWN COUNCIL BYLAWS AND PROCEDURES:

The WEST RANCH TOWN COUNCIL shall draft and amend, as necessary, Bylaws and Procedures by which it shall conduct its affairs. The Bylaws and Procedures shall be in accordance with this Charter and shall set forth, among other things, the structure of the WEST RANCH TOWN COUNCIL including

committees, duties of its members, a general description of how it shall conduct its business, discipline, appointing or electing members, and removing and replacing members.

G. MEMBERSHIP ON THE WEST RANCH TOWN COUNCIL:

1. The WEST RANCH TOWN COUNCIL shall consist of seven (7) members who reside in the Area of Representation of the WEST RANCH TOWN COUNCIL.
2. The WEST RANCH TOWN COUNCIL Bylaws and Procedures shall set forth procedures establishing membership on the WEST RANCH TOWN COUNCIL as well as recall of members and filling vacancies.
3. Candidates for membership on the WEST RANCH TOWN COUNCIL shall be eligible registered voters whose legal residence is within the Area of Representation of the WEST RANCH TOWN COUNCIL. The WEST RANCH TOWN COUNCIL shall have Bylaws and Procedures to set requirements and verify the eligibility of all candidates.
4. The first meeting of each newly replaced WEST RANCH TOWN COUNCIL member shall include swearing in by the appropriate representative of the County of Los Angeles.
5. All candidates for membership on the WEST RANCH TOWN COUNCIL shall pay a reasonable membership fee as determined by the WEST RANCH TOWN COUNCIL.

H. WEST RANCH TOWN COUNCIL RECORDS:

All WEST RANCH TOWN COUNCIL records shall be maintained by the WEST RANCH TOWN COUNCIL, and those records shall be available to the public upon request. The WEST RANCH TOWN COUNCIL shall have Bylaws and Procedures setting forth procedures to accomplish this duty.

I. WEST RANCH TOWN COUNCIL MEETINGS:

1. The WEST RANCH TOWN COUNCIL shall set and announce regular meetings.

2. The WEST RANCH TOWN COUNCIL shall operate according to the rules of order established by the WEST RANCH TOWN COUNCIL Bylaws and Procedures.
3. The WEST RANCH TOWN COUNCIL may set and announce WEST RANCH TOWN COUNCIL members' speaking time limits at the beginning of each meeting (including committee reports).
4. No member of the WEST RANCH TOWN COUNCIL may speak for or execute any document or contract in the name of or on behalf of the WEST RANCH TOWN COUNCIL unless specifically authorized by a majority vote of the members of the WEST RANCH TOWN COUNCIL.

J. PUBLIC PARTICIPATION AT WEST RANCH TOWN COUNCIL MEETINGS:

1. WEST RANCH TOWN COUNCIL meetings shall be open to the public. An agenda shall be available at all meetings.
2. All WEST RANCH TOWN COUNCIL meeting agendas shall include an open forum for public input.
3. Individuals and group representatives may request permission to address the WEST RANCH TOWN COUNCIL. All speakers may be limited to a specific length of time as announced at the WEST RANCH TOWN COUNCIL meeting.
4. Individuals and group representatives may request that the WEST RANCH TOWN COUNCIL place specific issues on the agenda of any future meeting. The WEST RANCH TOWN COUNCIL may not refuse any reasonable request.

K. REFERENDUMS:

1. The WEST RANCH TOWN COUNCIL shall have Bylaws and Procedures for a referendum process within the Area of Representation of the WEST RANCH TOWN COUNCIL.
2. Each referendum petition submitted by any individual or group shall include the signatures of at least twenty-five percent (25%) of the eligible registered voters within the Area of Representation of the WEST RANCH TOWN COUNCIL.

3. An appointed Election or Referendum Committee shall verify all signatures on all referendum petitions and shall declare to the WEST RANCH TOWN COUNCIL whether or not the petition is valid. The WEST RANCH TOWN COUNCIL must then schedule a formal public hearing on any validated referendum petition followed by a formal vote of the WEST RANCH TOWN COUNCIL to reject the referendum petition, accept its recommendations or schedule a majority vote by eligible registered voters within the Area of Representation of the WEST RANCH TOWN COUNCIL.
4. Acceptable referendum issues include, but are not limited to, the following:
 1. Unpopular decisions made by the WEST RANCH TOWN COUNCIL.
 2. Issues that the WEST RANCH TOWN COUNCIL has refused to consider.
 3. Recall of WEST RANCH TOWN COUNCIL members pursuant to the procedures set forth in the WEST RANCH TOWN COUNCIL Bylaws and Procedures.
 4. Amendments to the Charter of the WEST RANCH TOWN COUNCIL.
 5. “Irregularities” of the WEST RANCH TOWN COUNCIL as perceived by the community.

L. AREA OF REPRESENTATION MAP – EXHIBIT “A”:

The Area of Representation of the WEST RANCH TOWN COUNCIL is attached to this Charter as Exhibit “A” and is incorporated herein by this reference.

By the West Ranch Town Council, September 2, 2015:

- Dave Bossert, President
- Don Fleming, Vice President
- James Zimmerman, Treasurer
- Chuck O’ Connell, Secretary
- Rick Ryan, Member-At-Large & Chair, Bylaws & Election Committee

THE WEST RANCH TOWN COUNCIL AREA OF REPRESENTATION

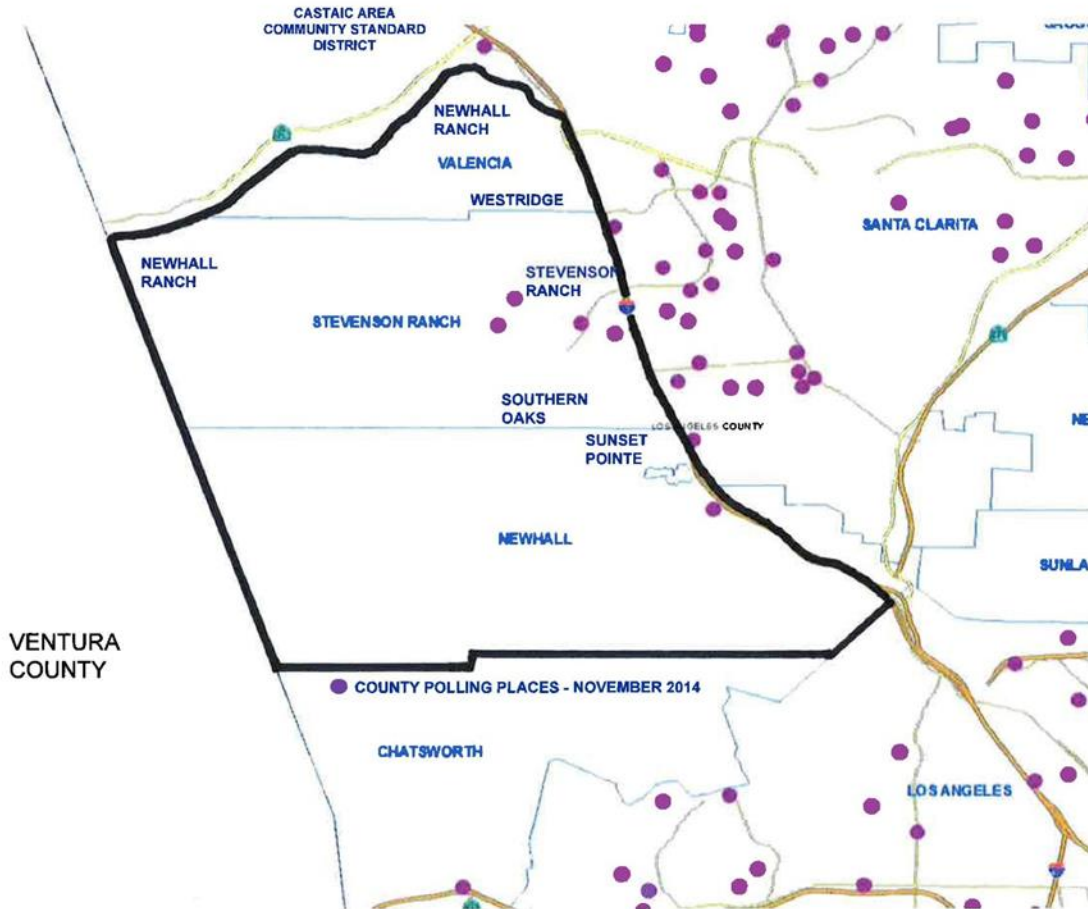


EXHIBIT "A"