



Post Office Box 8, Silverado, Calif. 92676

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
THURSDAY, APRIL 10, 2003**

DIRECTORS

Robert Hunt – President
Deborah Johnson – Vice President
Linda May – Treasurer
Mike Boeck – Secretary
Mark Levy

CHILDREN'S CENTER DIRECTOR

Judy Lockridge
ADMIN. CONSULTANT
Leslie Paskus Amador
CARETAKER
Craig Swart

A regular meeting of the Board of Directors of the Silverado-Modjeska Parks and Recreation District was held on April 10, 2003 at the Silverado Community Center, 27641 Silverado Canyon Rd, Silverado, California. President Hunt, who acted as Chairman, called the meeting to order at 7:28 PM.

Directors and Staff Present

All Directors except Director Boeck, who had to leave, were present. The Administrative Consultant and Caretaker were present. The Children's Center Director was attending a function at the Children's Center and arrived at 7:40 PM.

Members of the Public Present

Fran Williams, Dana Judd, Sally Murphy, Steve Learned, Jessica Learned, Linda Peterson, Peter Bollinger, Judy Myers, Mary Schreiber, Bob Click

Non-Agenda Items Received After Posting of Agenda

Directors – Directors Hunt and Levy requested that a discussion of the legal strategy for the Irvine Company's East Lake Village development be added to the agenda under Other District Business.

Director Hunt made a motion to add under Other District Business, a discussion of The Irvine Company's East Lake Village development, contacts and any other news, which was seconded by Director Levy and passed 4-0.

Consent Calendar

Correspondence – A letter was received from Canyon resident, Connie Nelson that was very supportive of the job done by the Caretakers and suggested the Board was too

harsh with them recently. Director Hunt apologized to Jessica if she thought they came across too harshly.

Draft minutes of March 27, 2003 – Corrections to the March 27 draft meeting minutes were as follows: On page 4 correct spelling of Sat Tamaribuchi, change Pamela Galera from the County to City of Orange, on page 7 meeting should be April 10, not 24.

Director Johnson made a motion to make corrections to the minutes of March 27, which were seconded by Director May and passed 4-0.

Director Johnson made a motion to approve the consent calendar, which was seconded by Director Levy and passed 4-0.

Treasurer's Report

Director May presented 3 transmittals for approval.

Director May made a motion to approve transmittal 03-04-01 in the amount of \$2,688.77, which includes normal expenses and 3 months billing for OC Family ads, which was seconded by Director Johnson and passed 4-0.

Director May made a motion to approve transmittal 03-04-02 in the amount of \$1,705.86, which included the Children's Center operational audit, accountant fees, expenses, HCD and Canyon Septic that was seconded by Director Johnson and passed 4-0.

Director May made a motion to approve transmittal 04-03-02 in the amount of \$600 for Director's pay, which was seconded by Director Levy and passed 4-0.

Silverado Children's Center Director's Report

Children's Center Director Lockridge passed out the budget report. The center showed a profit for the last reporting period due to new enrollees. Director Johnson asked the Children's Center Director to speculate on summer enrollment. Children's Center Director Lockridge stated that there is no way to know in advance what enrollment will be. She also informed the board that she would be on vacation from May 5 through May 12. As such, she will not be available to attend the regularly scheduled Board meeting in May. The Directors will decide later whether she should send her Assistant Director to the meeting or whether she should attend the second meeting in May. Children's Center Director Lockridge stated that there's a bad leak that will need addressing. Last, enrollment for the summer session begins April 14.

Director Johnson made a motion to accept and file the Children's Center Director's report which was seconded by Director Levy and passed 4-0.

Changes in staffing and operating hours – The discussion will be deferred until the Parent's Committee has had an opportunity to review the Children's Center operational audit report.

Caretaker's Report

The monthly booking calendar and copies of activity and phone logs were available for review. Jessica thanked Fran Williams for contact Snyder and Assoc. They did weed-whack behind Modjeska Community Center. Director Hunt reminded Jessica that there would be a Safety Meeting at 6PM on April 24. In review of the booking calendar it's clear that the primary users of the Silverado Community Center are Cub Scouts, Boy Scouts and AA. Director Johnson expressed concern at the frequency of Scout meetings given that they do not appear to get involved in community service. She requested the Administrative Consultant invite Scout Leaders to a future meeting to discuss the Scout's getting involved in a community service project.

Other District Business

Community Center Usage Fees – Copies of the current fee schedule were passed out. There was continued discussion on whom to charge and at what rate. Director Hunt stated that we should look at who received a financial benefit from using the Community Center and assess fees there as opposed to charging every small group. Director Levy opined that we should see what others are charging. Director Hunt stated that 3 or 4 years ago a discussion to charge local groups came up and was met with very negative reactions. Director May and Johnson think we should charge separately for using tables and chairs. The other Directors disagreed. Judy Myers pointed out that the Community Center was built using HCD dollars and thus is for the beneficial use of the public. Director Hunt mentioned that if the board wishes to look at tax increases as a way to manage maintenance and rehab/repair, he could contact someone at Capri who knows an expert at presenting these kinds of campaigns. The Administrative Consultant will revise the Community Center and Park Policy page for review at the next board meeting. Once a letter to the public has been drafted, a copy needs to be mailed to Jenny Owens.

Report from Administrative Consultant – Administrative Consultant Paskus Amador indicated that the majority of time spent these past two weeks was on completing 2 sets of minutes (March 24 & 27 meetings) and completing the semi-annual report for the CIWMB grant. Fran Williams and Mike Boeck have agreed to manage the playground grant while the Administrative Consultant recuperates from surgery. She is playing phone tag with Morgan regarding assuming her position for a couple of months. For the next meeting the Administrative Consultant will have a draft notice to the public regarding our need for building trades work done and a preliminary questionnaire to complete by interested parties.

Holtz/Silverado Ranch - Director Hunt received a modified agreement from Carol Hoffman today. Director May had several questions and concerns on the agreement, which she sent back to Ms. Hoffman. We want escrow funded as soon as the agreement is executed. The contract says that trail work will be completed within 6 months of our request for monies (not reasonable). We need 1-year minimum per Director Johnson. Attorney Doug Carstens has already been sent the contract for review. Director May pointed out language re: distribution of escrow funds back to CCRC if the trail isn't completed. She feels if the Riviera project is not completed because CCRC fails in some way, we should receive the money and the interest. Contract language refers to contributions, which is too nebulous. It could be construed that contributions applies to the \$30,000, \$35,000 parks fee and \$35,000 restoration fees. The in-lieu fees come from the County after CCRC pays them. Per the attorney, CCRC should be indemnifying us, not mutual indemnification. Director Hunt thinks that Harbor, Beaches and Parks will drag their feet on this. Dana Judd indicated that she thinks we should send a letter to Kevin Thomas. She and Director Hunt will work together on the letter that should emphasize to Harbors, Beaches and Parks the need for a response to the planning commission hearing on the development. Eric Jessen has stated that he doesn't oppose our managing the flats and trails as long as we pass CEQA. We need a Memorandum of Understanding from Harbors, Beaches and Parks as soon as possible. Jim Meyer is looking into what kind of permits Eric Jessen is referring to.

The Irvine Company East Lake Village Development – Director Hunt sent a fax to Sat Tamaribuchi but has had no reply. Director May contacted the City of Orange Planner, Stan Soohoo. He's been working with The Irvine Company and seems to have been unaware that any part of the development falls within our boundaries. Director May then asked why aren't we involved in planning and how do we avoid Orange planning in our District without our involvement? Mr. Soohoo requested a map and letter to confirm the

conversation. Director May wrote a letter for board approval. She also attended the LAFCO meeting yesterday and spoke with Dana Smith, CEO of LAFCO Orange County. Ms. Smith told Director May she got a call a couple of years ago from a woman concerned about the district's finances. Director May reassured her and brought up the current situation with The Irvine Company and the City of Orange. Ms. Smith said that LAFCO has no intentions of shutting down special districts unless they're not viable and financially solvent. Director May invited her to Silverado for lunch. Ms. Smith stated that the only way annexing can happen is if we are adequately reimbursed. Director Boeck passed out copies of the letter he received from Doug Carstens. Director Hunt requested time to digest the letter before responding.

Director May made a motion to extend the meeting till 10:30 PM after a 5-minute break, which was seconded by Director Johnson and passed 5-0.

Director Hunt made a motion to add legal aspects of the East Lake Village development to closed session, which was seconded by Director Johnson and passed 5-0.

Committee Reports

Recreation (Directors Johnson & Levy) – nothing to report

Parents of the Silverado Children's Center (ad hoc Directors Levy and May, Sally Murphy, Peter Bollinger) – Peter Bollinger presented the proposal from the Parent's Committee. Incorporation status is that it exists, it has been filed and the group is awaiting paperwork. A meeting has been scheduled with the Paralegal next week to review documents. Peter Bollinger and Director's Levy and May previously spoke about the possibility of major benefactors. Director Johnson asked what is being used as assets on the 501c3 documentation. Mr. Bollinger will find out and get back to her. He stated that he's fairly comfortable that they can get \$20,000 annually. The group has received some insurance quotes. They're looking at \$10,000 to \$12,000 annually however, if they become non-profit, the rate could be lower. He went on to state that the group is looking at a lot of grants right now and will be pushing the parents to get involved here. He sees the parent commitment growing. The last section of the proposal deal with thoughts for the future including streamlining processes that exist. Kris Ferguson, parent, drafted and submitted a letter of application for Prop. 10 grant funds. The proposal articulates the separation of the Board (Silverado Children's Center) and the Children's Center Director with assignments of responsibility. The Parents Committee has a problem with moving forward with a sub-lease unless it's really favorable. Director Levy suggested that everyone read through the proposal and operational audit and be prepared to discuss them at the next Parent Committee meeting. Director Hunt opined that before it's brought before the entire Parents Committee, there should be a closed session of the 2 Parks & Rec board members and the 2 ad hoc committee members. Last, Director Levy passed on information to the Parents Committee on a grant from the Tiger Woods Foundation for capacity building.

Friends of Tucker (ad hoc Directors Levy and May, Jim Sill) – nothing to report though a meeting was held tonight. A clean-up day is scheduled for Saturday.

Finance (Directors May & Johnson) – nothing to report

Personnel (Directors Levy & May) –nothing for open session

Facilities (Directors Boeck & Hunt, Fran Williams) – nothing to report

Trails (sub-committee Director Boeck & Dana Judd) – discussion previously held

Landscaping (sub-committee Director Boeck & Fran Williams) – According to Director Hunt, the errant sprinkler was fixed. As previously stated, Snyder did weed-whack behind the Modjeska Comm. Center. Fran Williams will contact Bob Click to determine if he's still interested in trying to save the tree by straightening it out. She mentioned that Chris Stoughton removed 3 large bushes for us, leaving 2 more to be removed. Director Boeck said that his neighbor is not interested in pursuing the electrical jobs we have. He further stated that the sprinkler work needed for the playground is extensive and that we need to get a quote from Snyder and Assoc.

Legal Compliance (Director Boeck & Hunt) nothing to report

Safety (Director Hunt & Craig Swart) – the next meeting of the Safety Committee will be at 6 PM on April 24, 2003.

Closed Session

The board entered into closed session at 10:02 PM, and came out of closed session at 10:35 PM. There were no actions or reportable items.

Adjournment

The meeting adjourned at 10:40 PM.

The next regular meeting is April 24, 2003, Silverado Community Center, 7:00 PM.