



RECREATION AND PARKS DISTRICT

P.O. BOX 8, SILVERADO, CA 92676

**REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY DECEMBER 9, 2003 AT 7:00 PM
AT THE SILVERADO COMMUNITY CENTER
27641 SILVERADO CANYON ROAD, SILVERADO 92676**

DIRECTORS

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

GENERAL COUNSEL

Elizabeth Martyn

ADMINISTRATOR

Bev Mileham

AGENDA

(Asterisks Denote Potential Action Item)

This Agenda is available in PDF format at <http://www.smrpd.org>

I. CALL TO ORDER

II. ROLL CALL

III. CONSENT CALENDAR

- A. Draft Minutes of the November 25, 2003 Regular Board Meeting
- B. Correspondence

IV. TREASURER'S REPORT

- A. Payment of District Bills *
- B. Treasurer's Report *
- C. Resolution to establish \$500 Petty Cash fund. *

V. SILVERADO CHILDREN'S CENTER

- A. Enrollment status
- B. Termite and other repairs status
- C. Consideration of candidate(s) for Children's Center Director *
- D. Status of O.C. Children and Families Commission Grant (\$35,000). Decide on course of action to make changes necessary to establish SMRPD as the administrative authority, and begin utilizing the funds as soon as possible. *

V. OTHER DISTRICT FACILITIES

- A. Caretaker's Report (Director Levy or Caretaker(s))
- B. Modjeska Community Center rehab status *

VI. OTHER DISTRICT BUSINESS

- A. Election of Board Officers for 2004 *
- B. LAFCO Municipal Services Review Working Committee process report and selection of District representative and alternate. *
- C. Continuation of discussion regarding assignment of Director management responsibilities. Include brief presentation of the legal and financial liabilities of unstructured Board micromanagement and inappropriate interference of individual Directors with Staff activities. *
- D. Status of Grants. Discussion of retaining Grant Writer/Administrator, with the Finance Committee having exclusive supervisory responsibility. *
- E. Resolution 120903-1 to establish that the second Regular Board Meeting on the fourth Tuesday of each month will from this point forward be held at the Modjeska Community Center. *
- F. Discussion and vote on whether the second Regular Board Meeting for December will be cancelled due to absences for holiday travel. *
- G. Status of Flying-B Ranch acquisition investigations.

VII. COMMITTEE REPORTS *

- A. **RECREATION** (Hunt, Levy)
- B. **FINANCE** (Johnson, May)
- C. **PERSONNEL** (Hunt, Johnson)
- D. **FACILITIES** (Hunt, Levy)
 - a. Replacement of light pole, restroom guard rails, and refurbishing of benches.
 - b. Landscaping (Volunteer Fran Williams)
- E. **LEGAL COMPLIANCE** (Boeck, Hunt)
- F. **TRAILS AND OPEN SPACE ACQUISITION** (Boeck)
 - a. Master Plan of Trails (Volunteer Dana Judd)
- G. **SAFETY** (Boeck, Hunt)
- H. **East Lake Village, ad hoc** (Boeck, May)
- I. **Children's Center, ad hoc** (Hunt, Johnson)

VIII. PUBLIC INPUT ON NON-AGENDIZED ITEMS

Receive written or oral information/reports only, questions cannot be answered by the Board at this time. Oral comments limited to three minutes per person. Non-agenda items cannot be discussed or acted upon by the Board. **Note:** *Fifteen-minute limit per topic. If more than one person is in attendance to speak on the same subject, a spokesperson should be designated.*

IX. ADJOURNMENT

The next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 7:00PM on Tuesday January 13, 2004 if the second meeting in December 2003 is cancelled per item VI(F) above.