



# AGENDA PACKET

P.O. BOX 8, SILVERADO, CALIFORNIA 92676

Advocating Open Space Preservation and Public Trails

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, DECEMBER 28, 2010 AT 7:00PM  
AT THE SILVERADO COMMUNITY CENTER  
27641 SILVERADO CANYON ROAD, SILVERADO 92676**

**DIRECTORS**

Ron Shepston – President  
Tom Smisek – Vice-President  
Marty Weel – Treasurer  
Greg Bates – Secretary  
Brett Peterson – Director

**STAFF**

Aimee Bryer – SCC Director  
Elizabeth Martyn – General Counsel  
Bev Mileham – Admin. Assistant  
Steve Reighart – Caretaker  
Meghan Warner – Bookkeeper

## AGENDA

(A: Action Item) This document is available in PDF format at <http://www.smrpd.org>

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PUBLIC AND BOARD INPUT**

Receive Public written or oral information/reports only; this is to enable Public input to the Board on any Park District relevant subject and is not a forum for discussion, though Directors may ask for clarification of points. Time limit is 3 minutes per person. Board input is limited to requests to add urgent items to this Agenda.

**V. CONSENT CALENDAR**

**A1:** Approve and file the Minutes of the November 23, 2010 Regular Board Meeting, the December 17, 2010 Special Board Meeting and Correspondence.

**Note:** *Directors may remove any item from Consent Calendar to be considered separately.*

**VI. PAYMENT OF DISTRICT BILLS**

**A2:** Transmittal 12-10A for Directors' compensation for Board Meetings of November 23 and December 17, 2010, \$350.00 total

**A3:** Transmittal 12-10B, District Bills, \$3,962.50 total

**A4:** Transmittal 12-10C, Utility Bills and Reimbursements, \$2,062.03 total

**VII. CHILDREN'S CENTER DIRECTOR'S REPORT**

**VIII. OTHER DISTRICT BUSINESS**

- (A) Silverado Park/community clean up
- (B) District Governance Seminar and Workshop (handout)

- (C) Mailing List (email and USPS)
- (D) New Committee Ideas (Take Under Advisement for next meeting)
  - (1) SMRPD 10-YEAR PLAN
  - (2) Resource Management
  - (3) Discuss identifying organizations and agencies for which SMRPD liaison would be productive.
  - (4) Community Outreach/Involvement
- (E) **DIRECTOR'S COMMENTS: Pursuant to Government Code §54954.2**  
 members of the Board of Directors or Staff may ask questions for clarification, make brief announcements, make brief reports on their activities. The Board or a Board member may provide a reference to Staff or other resources for factual information, request Staff to report back at a subsequent meeting concerning any matter, or direct that a matter of business be placed on a future Agenda.
  - (1) Director Bates      (2) Director Peterson    (3) Director Weel
  - (4) Director Smisek    (5) Director Shepston

**IX. COMMITTEES**

*NOTE: There will be no discussion of Committee issues unless agendized below, or added to the Agenda by majority vote of the Board in Section III to address issues that require immediate attention for reasons to be explained in the motion to add. Other comments can be made under Director Comments.*

**STANDING COMMITTEES AND REPRESENTATIVES:**

- (A) **RECREATION** (Peterson)
- (B) **FINANCE** (Weel)
- (C) **PERSONNEL** (To be assigned)
- (D) **OPEN SPACE AND TRAILS** (To be assigned)
- (E) **FACILITIES MAINTENANCE AND SAFETY** (Weel, Peterson)

**AD HOC COMMITTEES & REPRESENTATIVES:**

- (F) **ISDOC REPRESENTATIVE** (To be assigned)
- (G) **SILVERADO CHILDREN'S CENTER** (Weel)  
**Children's Center Advisory Committee** (Weel, Bryer) (Public Members: Dawn Lynch, Julia Jones-Tester, Nancy Moore)

**X. ADJOURNMENT**

The next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 7:00 PM on January 25, 2011.

Materials related to an item on this agenda submitted after distribution of the agenda packet are either available for public inspection at the Silverado Library, or posted on the SMRPD website at <http://www.smrpd.org/agenda-minutes.html>. Materials prepared by SMRPD will be available at the meeting, those provided by others after the meeting.



Advocating Open Space Preservation and Public Trails

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, NOVEMBER 23, 2010 AT 7:00PM  
AT THE SILVERADO COMMUNITY CENTER  
27641 SILVERADO CANYON ROAD, SILVERADO 92676**

**DIRECTORS**

**Robert Hunt – President  
Brett Peterson – Vice-President  
Marty Weel – Treasurer  
Tricia Evans – Secretary  
Mark Levy – Director**

**STAFF**

**Aimee Bryer – SCC Director  
Elizabeth Martyn – General Counsel  
Bev Mileham – Admin. Assistant  
Steve Reighart – Caretaker  
Phil McWilliams – Grants Manager  
Meghan Warner – Bookkeeper**

**MINUTES**

(A: Action Item) This document is available in PDF format at  
<http://www.smrpd.org>

**CALL TO ORDER**

The meeting was called to order at 7:00 PM by Director Hunt, who acted as chairperson.

**ROLL CALL**

Directors Hunt, Peterson, Weel and, Grants Admin. McWilliams, Silverado Children's Center Director Bryer, Caretaker Reighart, and Admin. Assist. Mileham

**PUBLIC ATTENDANCE**

Tom Smisek, Hank Rodgers, Roger Rohm, Chay Peterson, Scott Breeden

**PUBLIC AND BOARD INPUT ON NON-AGENDIZED ITEMS**

Director Hunt announced the appointment of and congratulated Tom Smisek, Ron Shepston and Greg Bates, the new SMRPD Directors.

Silverado resident Chay Peterson said she was sorry to see Director Hunt leave and that she hopes he will still be involved with the Children's Center.

Grants Administrator Phil McWilliams congratulated Director Hunt, Director Evans and Director Levy on a job well done, saying much had been accomplished during their terms.

Admin. Assist. Bev Mileham complimented the departing Board members stating that she had been honored to work with them, and they will be missed.

**CONSENT CALENDAR**

**1st ACTION:** Director Hunt moved to accept and file the Minutes of the Special Board meeting Oct 20th and 21st, 2010. And Regular Board meeting of October 26, 2010 and correspondence.

The Minutes had been prepared but no copies were available. The correspondence was accepted and filed.

## **PAYMENT OF DISTRICT BILLS**

**2nd ACTION:** Director Peterson moved to approve payment of Transmittal 11-10A for Directors compensation for the Board Meeting of October 26, 2010, \$250 total. Director Weel seconded. Unanimously approved.

**3rd ACTION:** Director Peterson moved to approve payment of Transmittal 11-10B, District Bills for \$1,133.95 total. Director Weel seconded. Unanimously approved.

**4th ACTION:** Director Peterson moved to approve payment of Transmittal 11-10C, Utility Bills and Reimbursements, \$1,378.02 total. Director Weel seconded. Unanimously approved.

## **CHILDREN'S CENTER DIRECTOR'S REPORT**

Director Hunt reported that there are 29 children at the Children's Center. The Center is still struggling. It was suggested that the center prepare to give ample notice to parents in the event that it cannot continue to operate.

## **GRANTS ADMINISTRATOR'S REPORT**

Nothing to report. Still waiting for Grant information to arrive.

## **OTHER DISTRICT BUSINESS**

There was no additional District business.

## **DIRECTORS COMMENTS**

Director Hunt said that he enjoyed his 10 years of service. The experience was positive, and he realizes that not all the decisions made were popular but all were made only after careful consideration, and there is an excellent chance of prevailing in the litigation that's now completing.

Director Peterson is expressed his thanks for the contributions of the outgoing Directors.

Director Weel agreed with Director Peterson, and is amazed at the amount of work they performed.

## **ADJOURNMENT**

The Meeting was adjourned AT 8:00 PM. The next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 7:00PM on Friday December 28, 2010



Advocating Open Space Preservation and Public Trails

**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, DECEMBER 17, 2010 AT 7:00PM  
AT THE SILVERADO COMMUNITY CENTER  
27641 SILVERADO CANYON ROAD, SILVERADO 92676**

**DIRECTORS**

Brett Peterson – Vice-President  
Marty Weel – Treasurer  
Ron Shepston – Director  
Tom Smisek – Director  
Greg Bates – Director

**STAFF**

Aimee Bryer – SCC Director  
Elizabeth Martyn – General Counsel  
Bev Mileham – Admin. Assistant  
Steve Reighart – Caretaker  
Phil McWilliams – Grants Manager  
Meghan Warner – Bookkeeper

**MINUTES**

(A: Action Item) This document is available in PDF format at  
<http://www.smrpd.org>

**CALL TO ORDER**

The meeting was called to order at 7:05 PM by Director Peterson, who acted as chairperson.

**ROLL CALL**

Directors Peterson, Shepston, Smisek and Bates; Admin. Assist. Mileham

**PUBLIC ATTENDANCE**

Scott Breeden, Bob Hunt, Mike Colgan, Cynthia Baker, Carl Reinhart, Mike Boeck

**PUBLIC AND BOARD INPUT ON NON-AGENDIZED ITEMS**

Orange County Planning sent representative Cynthia Baker to the meeting to announce that they would like to become more interactive with the canyon communities. They have scheduled a meeting at the Silverado Community Center on December 22, 2010 at 7:00 PM to meet residents, discuss ideas and get their inputs.

Director Peterson asked Ms. Baker to attend the next Board meeting to get more input.

Bob Hunt past president of SMRPD told the Directors that a former Children's Center Director name was still on the B of A account and should be removed, and that the new Directors should get their signatures on file with Bank of America and the O.C. Auditor-Controller's office in order to be able to pay bills.

**OTHER DISTRICT BUSINESS**

**Board Reorganization**

Vice President Peterson accepted nominations for Board President.

**1st ACTION:** The Board confirmed Director Ron Shepston as SMRPD President and Vice-President Peterson relinquished the Chair to him.

**2nd ACTION:** President Ron Shepston accepted nominations for Vice-President. The Board confirmed Director Tom Smisek as Vice President.

**3rd ACTION:** President Ron Shepston accepted nominations for Secretary. The Board confirmed Director Greg Bates as Secretary.

**4th ACTION:** The Board confirmed Director Marty Weel to continue as Treasurer.

#### **OTHER DISTRICT BUSINESS**

**5th ACTION – Resolution 121710-1:** Director Bates moved to adopt Resolution 121710-1 to authorize SMRPD signers for Transmittal payment requests submitted to the O.C. Auditor-Controller. The Board hereby Resolves that SMRPD Directors Brett Peterson, Marty Weel, Greg Bates, Ron Shepston, and Tom Smisek shall be registered per applicable County procedures to sign SMRPD payment transmittals. Director Ron Shepston seconded. Unanimously approved.

**6th ACTION – Resolution 121710-2:** Director Bates moved to adopt Resolution 121710-2 that designates Authorized SMRPD Signers for the SMRPD Bank of America Checking Account. The Board hereby Resolves that SMRPD Directors Brett Peterson, Marty Weel, Greg Bates, Ron Shepston and Tom Smisek are authorized to complete the required Bank of America application to become signatories on the SMRPD checking account. The Board further resolves that two Directors' signatures shall be required on each check written against the account, and that the names of Robert Hunt, Mark Levy, and Cathy Fountain shall be removed from the signature cards. Director Bates seconded. Unanimously approved.

The Directors confirmed that the Regular Board Meeting of December 28th, 2010 will be held as scheduled.

#### **DIRECTORS COMMENTS**

Director Bates said Supervisor Campbell's office has offered to conduct a Brown Act training class. The Board decided to wait until early 2011 before attending it.

Director Smisek would like to discuss Committees at the first opportunity and the topic will be added to the December 28, 2010 Agenda.

Bob Hunt reported that he and Mark Levy will continue working on the Santiago Canyon Road Adopt-A-Roadway program and would like to serve on the Open Space and Trails Committee.

#### **ADJOURNMENT**

The Meeting was adjourned AT 8:05 PM. The next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 7:00PM on Friday December 28, 2010

**LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT**

**DATE: 12/22/10  
REPORT 12-10A**

Sil-Mod Rec. and Parks Dist. PO Box 8 Silverado, CA 92676	THE COUNTY AUDITOR IS AUTHORIZED TO DRAW THIS CHECK FROM <b>FUND: 728 BUDGET CONTROL: 728</b>
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PAYEE NAME AND ADDRESS SOCIAL SECURITY /TAX ID	DATE INVOICE #	DEPT V700	OBJT REV/ BS ACCT	UNIT 900	AMOUNT	AC'S USE ONLY DOC NUMBER	SC
<b>VC-3280</b> Robert Hunt 28371 Modjeska Canyon Road Modjeska, CA 92676	11/23/10	V700	0100	900	\$ 50.00		
					<b>\$ 50.00</b>		
<b>VC-4543</b> Martin Weel 28614 Modjeska Canyon Road Modjeska, CA 92676	11/23/10	V700	0100	900	\$ 50.00		
					<b>\$ 50.00</b>		
<b>VC-</b> Ron Shepston	12/17/10	V700	0100	900	\$ 50.00		
					<b>\$ 50.00</b>		
<b>VC-4415</b> Brett Peterson P.O. Box 613 Silverado, CA 92676	11/23/10	V700	0100	900	\$ 50.00		
	12/17/10	V700	0100	900	\$ 50.00		
					<b>\$ 100.00</b>		
<b>VC-</b> Greg Bates 28100 Modjeska Canyon Road Modjeska, CA 92676	12/17/10	V700	0100	900	\$ 50.00		
					<b>\$ 50.00</b>		
<b>VC-</b> Tom Smisek P.O. Box 374 Silverado, CA 92676	12/17/10	V700	0100	900	\$ 50.00		
					<b>\$ 50.00</b>		

The claims listed above totaling **\$350.00** are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken an oath or affirmation required by Government Code Section 3102.

\_\_\_\_\_  
APPROVED BY

\_\_\_\_\_  
COUNTERSIGNED BY

\_\_\_\_\_  
ATTESTED AND/OR COUNTERSIGNED



**LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT**

**DATE: 12/22/10  
REPORT 12-10C**

Sil-Mod Rec. and Parks Dist. THE COUNTY AUDITOR IS AUTHORIZED TO  
P.O.Box 8 DRAW THIS CHECK FROM FUND: 728 BUDGET CONTROL: 728  
Silverado, CA 92676

PAYEE NAME AND ADDRESS SOCIAL SECURITY /TAX ID	DATE INVOICE #	DEP V700	OBJT REV/ BS ACCT	UNIT 900	AMOUNT	AC'S USE ONLY	SC
						DOC NUMBER	
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1805 PAID TO: JANI-KING INVOICE #LAX12100499 INVOICE #LAX12100508	V700	1400	900	\$214.62		
		V700	1400	900	\$212.31		
					<b>\$426.93</b>		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1806 PAID TO: WASTE MANAGEMENT INVOICE #0056165-2884-9	V700	2800	900	\$241.50		
					<b>\$241.50</b>		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1808 PAID TO: IRWD METER #55418830 11/22/10 METER #51441202 11/22/10 METER #56569388 11/22/10	V700	2800	900	\$50.98		
		V700	2800	900	\$57.11		
		V700	2800	900	\$209.63		
					<b>\$317.72</b>		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1807 PAID TO: WASTE MANAGEMENT INVOICE #2625876-2884-9	V700	2800	900	\$46.11		
					<b>\$46.11</b>		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF DEBITS PAID TO: AT&T 714-649-2850 12/10/10 714-649-2428 12/10/10	V700	702	900	\$52.55		
		V700	702	900	\$33.92		
					<b>\$86.47</b>		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF DEBITS PAID TO: SCE ACCOUNT #2-25-699-8121 12/15/10 ACCOUNT #2-32-988-1767 12/15/10	V700	2800	900	\$76.85		
		V700	2800	900	\$866.45		
					<b>\$943.30</b>		
					<b>\$0.00</b>		

The claims listed above totaling **\$2,062.03** are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken an oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED \_\_\_\_\_