



SMRPD's Mission Statement -

"To promote community well being through programs and activities that protect, preserve and enrich the canyons' heritage, open space and unique way of life."

P.O. Box 8, Silverado California 92676 • <http://www.smrpd.org>

**REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JUNE 28, 2011 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 here <http://www.smrpd.org/about/agenda-minutes/>

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 June 13, 2011 Special Meeting and Correspondence.

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

VI. PAYMENT OF DISTRICT BILLS

A2: Transmittal 06-11A for Directors' compensation for Board Meeting of May 24, 2011, \$200.00 total

A3: Transmittal 06-11B, District Bills, \$1055.85 total

A4: Transmittal 06-11C, Utility Bills and Reimbursements, \$1314.42 total

VII. CHILDREN'S CENTER DIRECTOR'S REPORT

VIII. OTHER DISTRICT BUSINESS

- (A) CalEMA/FEMA Update – Greg Bates
- (B) Weed Abatement – Greg Bates
- (C) District Operations Restructure – ad hoc District Restructure Committee exploration. Board will have final approval.
- (D) Consultant for various projects – Measure M Plan, Black Star Plan, funding opportunities, volunteer recruitment, others to be identified in District Restructure Committee, Board will have final approval.
- (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 Smisek (2) Director Bates (3) Director Peterson
 - (4) Director Weel (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** (Shepston)
- (D) **OPEN SPACE AND TRAILS** (Peterson, Bates)
- (E) **FACILITIES MAINTENANCE AND SAFETY** (Weel, Peterson)

AD HOC COMMITTEES & REPRESENTATIVES:

- (F) **ISDOC REPRESENTATIVE** (Shepston)
- (G) **PRESERVATION & RESTORATION** (Smisek)
- (H) **COMMUNICATIONS & DISTRICT OUTREACH** (Smisek)
- (I) **SILVERADO CHILDREN’S CENTER** (Weel)
Children’s Center Advisory Committee (Weel, Bryer) (Public Members: Dawn Lynch, Julia Jones-Tester, Deborah Johnson)

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 July 26, 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/about/agenda-minutes/>. Materials prepared by SMRPD will be available at the meeting, those provided by others after the meeting.



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SPECIAL MEETING OF THE BOARD OF DIRECTORS

JUNE 13TH, 2011 AT 7:00 PM

AT THE SILVERADO COMMUNITY CENTER

27641 SILVERADO CANYON ROAD, SILVERADO 92676

DIRECTORS

Ron Shepston - President

Tom Smisek - Vice President

Greg Bates – Secretary

Marty Weel - Treasurer

Brett Peterson - Director

STAFF

Aimee Bryer - Scc Director

Elizabeth Martyn - General Counsel

Bev Mileham - Admin. Assistant

Steve Reighart - Caretaker

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 7:10 PM by Director Shepston, who acted as chairperson.

ROLL CALL

Directors, Shepston, Smisek, Peterson, and Bates, Caretaker Steve Reighart, Silverado Children's Center Aimee Bryer, and Admin. Assist. Mileham

PUBLIC ATTENDANCE

Linda May, Chay Peterson, Debbie Johnson, Mary Schreiber, Mike Colgan, Bob Hunt, Sherry Meddick

DISCUSS CHILDRENS CENTER FINANCES

Director Aimee Bryer and Director Smisek investigated which was originally thought to be a \$12,000 financial loss at the Silverado Childrens Center

It appears that there was a mis-reading in a column that was in quick books accounting, whereby a 2010 loss carried over to this year's column. The SMRPD directors thought it was urgent to discuss the loss calling for the Special Board Meeting. After meeting and consulting with the Bookkeeper Meghan Warner, it was thankfully found to be a false alarm.

The Children's Center will actually be in a profit margin after it is able to collect past due tuitions.

The Bookkeeper will work on contacting and collecting the fees from the families.

ICL wants to pay to use the Children Centers parking lot on weekends for hikes.

APPROVAL OF CONTACT FOR FEMA SMALL PROJECT

Linda May received two bids for restoration projects, created by the recent mudslides, that needed to be done at the Silverado Community Center. The Directors considered and reviewed both.

1st ACTION: Director Bates made a motion to accept the Community Construction contract bid in the amount of \$5,578.65. Director Smisek seconded. Unanimously approved.

The Directors then discussed grading and engineering permits, that would be needed and would add to the cost of the projects. The contractor would seek these permits.

The permits may be postponed though in light of the protected and endangered Arroyo Toad. Permits may have to wait until the mating season is over which may prolong the project. Sherry Meddick suggested that the Directors seek advise from an Arroyo Toad habitat expert Robert Haus and have him be included in the process. He could advise on safe timing for the Toad before the work begins.

2nd ACTION: Director Bates made a motion to accept the bid from MESCO, Inc in the amount of \$7,325.95, to remove debris. Contingent upon getting permits and other needed information to be approved by the board. Director Smisek seconded. Unanimously approved.

ADJOURNMENT

The Meeting was adjourned AT 8:30 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 Tuesday June 28th 2011.

relief tools, as long as Modjeska can use their shed to store BBQs in their shed.

Director Bates seconded. Unanimously approved.

(C)

Director Smisek presented a new emblem for SMRPD. There was quite a discussion about the emblem and new ideas were raised. The Directors decided to allow the community to give their own input and ideas for a new emblem. Bob Hunt and Judy Myers will work on this and report at the next Regular Meeting.

(D)

LindaMay has a tentative schedule for getting the reimbursements from the Insurance company. Also she has been receiving bids for the work needed to be done At the Silverado community center created by the mudslides in December.

The damage includes replacement of the Caretakers residence, water damage in bldg. A, dirt removal behind Caretakers residence and replacement of retaining wall, with a catch basin.

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DIRECTORS COMMENTS

Director Bates and Director Shepston met with IRC to discuss potential future partnerships.

Director Bates is working with Linda May on the Silverado community center flood damage. He will consult the attorney with questions they have about the bidding process.

Director Bates has asked Bob Hunt to meet with him to discuss the financials.

Director Shepston has asked if anyone can help with the SMRPD website and communications.

The Open Space committee meeting was cancelled for lack of a quorum.

ADJOURNMENT

The Meeting was adjourned AT 9:10 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 Tuesday June 28th 2011.

**LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT**

**DATE: 06/24/11
REPORT 06-11A**

Sil-Mod Rec. and Parks Dist.
PO Box 8
Silverado, CA 92676

THE COUNTY AUDITOR IS AUTHORIZED TO
DRAW THIS CHECK FROM
FUND: 728 BUDGET CONTROL: 728

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
VC-4415 Brett Peterson P.O. Box 613 Silverado, CA 92676	5/24/2011	V700	0100	900	\$ 50.00		
					\$ 50.00	1099	
VC-4543 Martin Weel 28614 Modjeska Canyon Road Modjeska, CA 92676		V700	0100	900	\$ -		
					\$ -	1099	
VC- 9989 Ron Shepston P.O. Box 31311 Silverado Canyon Road Silverado, CA 92676	5/24/2011	V700	0100	900	\$ 50.00		
					\$ 50.00	1099	
VC-9990 Greg Bates 28100 Modjeska Canyon Road Modjeska, CA 92676	5/24/2011	V700	0100	900	\$ 50.00		
					\$ 50.00	1099	
VC-1539 Tom Smisek P.O. Box 374 Silverado, CA 92676	5/24/2011	V700	0100	900	\$ 50.00		
					\$ 50.00	1099	

The claims listed above totaling **\$200.00** 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: 6/24/2011
REPORT 06-11B**

Sil-Mod Rec. and Parks Dist.
P.O.Box 8
Silverado, CA 92676

THE COUNTY AUDITOR IS AUTHORIZED TO
DRAW THIS CHECK FROM FUND: 728 BUDGET CONTROL: 728

PAYEE NAME AND ADDRESS SOCIAL SECURITY /TAX ID	DATE INVOICE #	DEPT V700	OBJT REV/ BS ACCT	UNIT 900	AMOUNT	AC'S USE ONLY	SC
						DOC NUMBER	
VC-2027 COOKSMITH LANDSCAPING 630 N. TUSTIN AVE #1518 ORANGE, CA 92867	INVOICE #CS7982	V700	1400	900	\$77.00		
	INVOICE #9610	V700	1400	900	\$340.00		
	INVOICE #9687	V700	1400	900	\$11.00		
	INVOICE #9594	V700	1400	900	\$235.00		
	INVOICE #9675	V700	1400	900	\$11.00		
					\$674.00		
VC-2760 MEGHAN WARNER P.O. BOX 177 SILVERADO, CA 92676	INVOICE #11-77	V700	1900	900	\$250.00		
					\$250.00	1099	
VC-4740 HOME DEPOT PO BOX 183176 COLUMBUS, OH 43218	INVOICE DATED: 06/05/11	V700	1400	900	\$154.46		
					\$154.46	1099	
VC-2865 STEVE REIGHART 27641 SILVERADO CYN ROAD SILVERADO, CA 92676	INVOICE #3004	V700	1900	900	\$705.00		
	INVOICE #3005	V700	1900	900	\$525.00		
	INVOICE #3006	V700	1900	900	\$90.00		
					\$1,320.00	1099	
W-9 ATTACHED LINDA MAY P.O. BOX 244 SILVERADO, CA 92676	INVOICE #2011-5-26-2	V700	1900	900	\$ 1,055.85		
					\$1,055.85	1099	

The claims listed above totaling **\$3,454.31** 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: 06/24/11
REPORT 06-11C**

Sil-Mod Rec. and Parks Dist.
P.O.Box 8
Silverado, CA 92676

THE COUNTY AUDITOR IS AUTHORIZED TO
DRAW THIS CHECK FROM **FUND: 728 BUDGET CONTROL: 728**

PAYEE NAME AND ADDRESS SOCIAL SECURITY /TAX ID	DATE INVOICE #	DEP V700	OBJT REV/ BS ACCT	UNIT 900	AMOUNT	AC'S USE ONLY	
						DOC NUMBER	SC
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1850 PAID TO: JANI-KING INVOICE #LAX06110467 INVOICE #LAX06110475				\$221.49		
		V700	1400	900	\$212.31		
		V700	1400	900			
					\$433.80		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1851 PAID TO: WASTE MANAGEMENT INVOICE #0057735-2884-8	V700	2800	900	\$209.27		
					\$209.27		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1853 PAID TO: IRWD METER #55418830 05/21/11 METER #51441202 05/21/11	V700	2800	900	\$52.51		
		V700	2800	900	\$44.87		
					\$97.38		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF DEBITS PAID TO: SCE ACCOUNT #2-25-699-8121 06/14/11 ACCOUNT #2-32-988-1767 06/14/11	V700	2800	900	\$77.20		
		V700	2800	900	\$373.49		
					\$450.69		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF DEBITS PAID TO: AT&T 714-649-2850 06/10/11 714-649-2428 06/10/11	V700	702	900	\$44.99		
		V700	702	900	\$32.18		
					\$77.17		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1852 PAID TO: WASTE MANAGEMENT INVOICE #2725874-2884-3	V700	2800	900	\$46.11		
					\$46.11		

The claims listed above totaling **\$1,314.42** 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 _____