



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 • www.smrpd.org

**REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, APRIL 24, 2012 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 March 27, 2012 Regular Meeting and Correspondence.

A2: Approve and file the Minutes of the March 29, 2012 Special Meeting and Correspondence.

A3: Approve and file the Minutes of the March 29, 2012 Special Meeting and Correspondence.

A4: Transmittal 04-12A, Directors' compensation for Regular Board Meeting on March 27, 2012 \$250.00 total

A5: Transmittal 04-12B, District Bills, \$1241.75 total

A6: Transmittal 04-12C, Utility Bills and Reimbursements, \$1302.68 total

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

VI. CHILDREN'S CENTER DIRECTOR'S REPORT

VIII. OTHER DISTRICT BUSINESS

- (A) Declaration of Qualification to vote for LAFCO
- (B) CalEMA/FEMA Project Update – Linda May/Greg Bates
- (C) New St. Michael’s Abbey Update – Ron Shepston/Greg Bates

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** (Shepston)
Children’s Center Advisory Committee (Shepston, Bryer) (Public Members:
Dawn Lynch, Julia Jones-Tester, Deborah Johnson)

X. 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.

- (2) Director Smisek (2) Director Bates (3) Director Peterson
- (4) Director Weel (5) Director Shepston

XI. 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 May 22, 2012.

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, and 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.

**LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT**

**DATE: 04/20/12
REPORT 04-12A**

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	3/27/2012	V700	0100	900	\$ 50.00	1099	
					\$ 50.00		
VC-4543 Martin Weel 28614 Modjeska Canyon Road Modjeska, CA 92676	3/27/2012	V700	0100	900	\$ 50.00		
					\$ 50.00		
VC- 9989 Ron Shepston P.O. Box 31311 Silverado Canyon Road Silverado, CA 92676	3/27/2012	V700	0100	900	\$ 50.00		
					\$ 50.00		
VC-9990 Greg Bates 28100 Modjeska Canyon Road Modjeska, CA 92676	3/27/2012	V700	0100	900	\$ 50.00		
					\$ 50.00		
VC-1539 Tom Smisek P.O. Box 374 Silverado, CA 92676	3/27/2012	V700	0100	900	\$ 50.00		
					\$ 50.00		

The claims listed above totaling **\$250.00** 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: 4/20/2012
REPORT 04-12B**

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	
						DOC NUMBER	SC
VC-2027 COOKSMITH LANDSCAPING 630 N. TUSTIN AVE #1518 ORANGE, CA 92867	INVOICE #10869	V700	1400	900	\$340.00	1099	
	INVOICE #10752	V700	1400	900	\$16.00		
	INVOICE #10852	V700	1400	900	\$235.00		
	INVOICE #10742	V700	1400	900	\$16.00		
					\$607.00		
VC-2760 MEGHAN WARNER P.O. BOX 177 SILVERADO, CA 92676	INVOICE #12-46	V700	1900	900	\$250.00		
					\$250.00		
VC-2865 STEVE REIGHART 27641 SILVERADO CANYON ROAD SILVERADO, CA 92676	INVOICE #3028	V700	1900	900	\$337.50		
					\$337.50		
VC-4740 HOME DEPOT PO BOX 183176 COLUMBUS, OH 43218-3176	INVOICE DATED: 04/05/12	V700	1400	900	\$47.25		
					\$47.25		

The claims listed above totaling **\$1,241.75** 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: 04/20/12
REPORT 04-12C**

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 #1930 PAID TO: JANI-KING INVOICE #LAX04120449 INVOICE #LAX04120442	V700	1400	900	\$220.38		
		V700	1400	900	\$221.49		
					\$441.87		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1931 PAID TO: WASTE MANAGEMENT INVOICE #0060016-2884-8	V700	2800	900	\$209.90		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #1932 PAID TO: IRWD METER #55418830 03/21/12 METER #51441202 03/21/12 METER #56569388 03/21/12	V700	2800	900	\$8.75		
		V700	2800	900	\$61.94		
		V700	2800	900	\$88.12		
					\$158.81		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF DEBITS PAID TO: SCE ACCOUNT #2-25-699-8121 03/2012 ACCOUNT #2-32-988-1767 03/2012	V700	2800	900	\$66.57		
		V700	2800	900	\$341.35		
					\$407.92		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF DEBITS PAID TO: AT&T 714-649-2850 03/10/12 714-649-2428 03/10/12	V700	702	900	\$45.60		
		V700	702	900	\$38.58		
					\$84.18		

The claims listed above totaling **\$1,302.68** 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 _____

Silverado Modjeska Recreation and Park District
Minutes of Special Meeting
April 15, 2012

A special meeting was called by SMRPD to address contracting for the Caretaker's mobile home replacement because time is of the essence. Appropriate notice had been given and posted.

The meeting was called to start at 6 PM. Start of the meeting was delayed until a quorum was reached.

The meeting was convened at 7PM in Modjeska Canyon. Directors in attendance: Greg Bates, Ron Shepston, Marty Weel.

The only business to come before the Board was the motion for the Caretaker's mobile home.

Motion A: Approve the selection of Advantage Homes as vendor for a 2 bedroom/2 bath, 20'x40' manufactured home and further to authorize Director Bates to enter into a purchase agreement with Advantage Homes for the home at a price not to exceed \$65,000, including delivery and removal of the old trailer. Motion made by Director Shepston, seconded by Director Bates. Motion passed.

Motion B: Approve Director Bates to enter into an agreement with the selected contractor for installation, setup, and finishing of the mobile home for a price not to exceed \$15,000. Motion made by Director Shepston, seconded by Director Bates. Motion passed.

Motion C: Approve Director Bates to enter into agreements with the Caretaker and/or local trades persons for miscellaneous work relating to replacement of the mobile home. The work will include preparation of the site for removal and replacement, temporary storage containers, site pad preparation, construction of stairs and awning, sales tax and miscellaneous expenses. Tasks in this category will not exceed \$5,000 individually or \$12,000 total. Motion made by Director Shepston, seconded by Director Bates. Motion passed.

These motions bring to a total an amount not to exceed \$92,000 for all expenses relating to the mobile home removal and replacement project. Director Bates is continuing to negotiate with the selected vendor and anticipates additional concessions in price.



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 • www.smrpd.org

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

THURSDAY MARCH 29, 2012 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

CALL TO ORDER

The meeting was called to order at 7:15 PM by Director Smisek, who acted as chairperson.

ROLL CALL

Directors, Smisek, Shepston, Bates, Weel and Peterson

PUBLIC ATTENDANCE

Ann Manriquez, Boyd Schultz, Rick Schultz, Scott Breeden, Linda Unger, Pam Schnabel, Alice Phillips, Lisa Unger, Marion Schuller, Mary Schreiber, Linda Kearns, Chad Kerns, Colleen Colgan, Mike Colgan, Mike Boeck, Dana Judd, Chay Peterson.

PUBLIC AND BOARD INPUT

After a lengthy discussion, the community and the Board decided on the wording that will go in a NOP letter to be sent to the County of Orange. The letter pertains to land that was purchased by St. Michael's Abbey, and shares concerns about existing trails that have been historically used by equestrians, hikers and mountain bikers for years.

1st ACTION Director Bates made a motion to adopt the NOP letter regarding the St. Michaels Abbey project, PA 120001. Director Smisek seconded, unanimously approved

ADJOURNMENT was at 9:30



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 • www.smrpd.org

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

TUESDAY MARCH 27, 2012 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

CALL TO ORDER

The meeting was called to order at 7:03 PM by Director Shepston, who acted as chairperson.

ROLL CALL

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

PUBLIC ATTENDANCE

Hank Rodgers, Judith Bruno, Carl Reinhart, Denise & Danny Ater, Debbie Seltzer, Corey Schlom, Tom Hetsel, Joanne Hubble, Phil McWilliams, Linda Unger, Scott Breeden, Lisa Collins, Chay Peterson.

PUBLIC AND BOARD INPUT ON NON-AGENDIZED ITEMS

Zach Dupree is getting ready to start up the 5th Annual Summer Concert Series again. Volunteers are needed, and a committee may be formed to help organize. A 501C3 form may be needed, the Board will discuss this and financial consideration as well. Also Director Shepston will talk to Capri about insurance for the event. It will be reported at the next Board meeting.

CONSENT CALENDAR PAYMENT OF DISTRICT BILLS

1st ACTION: Director Smisek made a motion to approve the Consent Calendar with the Minutes of February 28, 2012, District Bills, and Transmittals 03-12A \$150, 03-12B \$1509.50 and 03-12C \$1596.43, and correspondence, Director Shepston seconded. Unanimously approved.

CHILDRENS CENTER DIRECTORS REPORT

Director Aimee Bryer gave Directors the Children's Center financials to review.

The Childrens Center sign was destroyed by a car, Directors Shepston and Bates are working on replacing the sign.

An exciting Summer program is being planned, along with field trips and a Chili Cook off.

OTHER DISTRICT BUSINESS

A.

Director Bates has been working on the Mobile home replacement. Things are going well, and the process should be complete by June.

B.

Director Shepston and Director Bates attended a Grand Jury Special District meeting. Director Shepston is working on a report for them. The Special Districts, including ours, are in danger of being dissolved.

C.

Silverado resident Judy Bruno is helping advise SMRPD with needed ADA compliant handicap access restrooms for Modjeska canyon. She is going to do some research to find good options, including seeing if there are any grants available.

Director Weel and Director Bates want to help and may form a committee. They will report at a future Board meeting.

Ms. Bruno also said that there is a special needs emergency evacuations training class. It is available with the CPA Academy for special needs folks.

D.

Director Shepston said that there will be a Special Open Space and Trails meeting to get the communities input for an NOP letter that will go to the County in reference to St. Michaels Abbey.

The Board and community have concerns about future trail use and use of the Riviera.

DIRECTORS COMMENTS

There were no comments

ADJOURNMENT

At 8:50 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 April 24th 2012.