



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
THURSDAY, DECEMBER 27, 2012 AT 7:00PM
AT THE SILVERADO COMMUNITY CENTER
27641 SILVERADO CANYON ROAD, SILVERADO 92676**

DIRECTORS

Greg Bates – President
Tom Smisek – Vice-President
Chay Peterson – Treasurer
Ron Shepston – Secretary
Lisa Collins – 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; this is to enable Public input to the Board on any Park District relevant subject and is a forum for reasonable courteous discussion of SMRPD-related issues and events. The Chair has the responsibility to determine the length of discussion. Time limit is 3 minutes per person limited to one session per person per issue though the President has responsibility to move the meeting along. Most in-depth discussion on issues is meant to be carried in Standing and ad hoc Committee meetings.

V. CONSENT CALENDAR

A1: Approve and file the Minutes of the November 27, 2012 Regular Meeting and Correspondence.

A2: Transmittal 12-12A, Directors' compensation for Regular Board Meeting on November 27, 2012 \$250.00 total

A3: Transmittal 12-12B, District Bills, \$3243,95 total

A4: Transmittal 12-12C, Utility Bills and Reimbursements, \$1429.39 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) CITC Wrap-Up, Gene Robinson/Canyon Watch donation – Dir. Smisek

- (B) Committee Assignments (see "COMMITTEES" below) – Dir. Bates
- (C) Appoint board Treasurer – Dir Bates
- (D) Bank signature card assignments – Dir Bates
- (E) Preliminary Budget Distribution – Dir 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** (Collins, Peterson)
- (B) **FINANCE** (Peterson, Bates)
- (C) **PERSONNEL** (Shepston, Collins)
- (D) **OPEN SPACE AND TRAILS** (Shepston, Bates)
- (E) **FACILITIES MAINTENANCE AND SAFETY** (Bates, Peterson)

AD HOC COMMITTEES & REPRESENTATIVES:

- (F) **ISDOC REPRESENTATIVE** (Shepston)
- (G) **PRESERVATION & RESTORATION** (Smisek)
- (H) **COMMUNICATIONS & DISTRICT OUTREACH** (Smisek)
- (I) **SILVERADO CHILDREN'S CENTER** (Collins, Shepston)
Children's Center Advisory Committee (Collins, Peterson, 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.

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

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 January 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: 12/23/12
REPORT 12-12A**

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
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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
VC-4415 Brett Peterson P.O. Box 613 Silverado, CA 92676	11/27/2012	V700	0100	900	\$ 50.00	1099	
					\$ 50.00		
VC-4543 Martin Weel 28614 Modjeska Canyon Road Modjeska, CA 92676	11/27/2012	V700	0100	900	\$ 50.00		
					\$ 50.00		
VC- 9989 Ron Shepston P.O. Box 31311 Silverado Canyon Road Silverado, CA 92676	11/27/2012	V700	0100	900	\$ 50.00		
					\$ 50.00		
VC-9990 Greg Bates 28100 Modjeska Canyon Road Modjeska, CA 92676	11/27/2012	V700	0100	900	\$ 50.00		
					\$ 50.00		
VC-1539 Tom Smisek P.O. Box 374 Silverado, CA 92676	11/27/2012	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: 12/23/2012
REPORT 12-12B**

Sil-Mod Rec. and Parks Dist. P.O.Box 8	THE COUNTY AUDITOR IS AUTHORIZED TO DRAW THIS CHECK FROM FUND: 728 BUDGET CONTROL: 728
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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
VC-2027 COOKSMITH LANDSCAPING P.O. BOX 5606 ORANGE, CA 92863	INVOICE #91333	V700	1400	900	\$340.00		
	INVOICE #91420	V700	1400	900	\$8.00		
	INVOICE #91317	V700	1400	900	\$235.00		
	INVOICE #91405	V700	1400	900	\$8.00		
					\$591.00		
VC-2760 MEGHAN WARNER P.O. BOX 177 SILVERADO, CA 92676	INVOICE #12-167	V700	1900	900	\$250.00		
					\$250.00	1099	
VC-2865 STEVE REIGHART 27641 SILVERADO CANYON ROAD SILVERADO, CA 92676	INVOICE #100017	V700	1900	900	\$450.00		
	INVOICE #100018	V700	1900	900	\$607.50		
					\$1,057.50	1099	
VC-6773 LEWIS BISBOIS BISGAARD & SMITH 221 N. FIGUEROA ST #1200 LOS ANGELES, CA 90012	INVOICE DATED: 10/29/12	V700	1900	900	\$1,145.45		
					\$1,145.45	1099	
VC-8557 ISDOC C/O JOAN FINNEGAN 258 SHERWOOD STREET COSTA MESA, CA 92627	2013 DUES	V700	1600	900	\$200.00		
					\$200.00		

The claims listed above totaling **\$3,243.95** 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 _____



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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

TUESDAY NOVEMBER 27, 2012 AT 7:00 PM

AT THE SILVERADO COMMUNITY CENTER

27641 SILVERADO CANYON ROAD, SILVERADO 92676

DIRECTORS

Greg Bates - President

Tom Smisek - Vice President

Ron Shepston – 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

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

CALL TO ORDER

The meeting was called to order at 7:09 PM by Director Bates, who acted as chairperson.

ROLL CALL

Directors, Bates, Smisek, Shepston, Peterson and Weel were present. Also Caretaker Reighart, Children Center Director Bryer and Admin. Assit. Mileham.

PUBLIC ATTENDANCE

Jane Bove, Phil McWilliams, Hank Rodgers, Linda Unger, Kevin Topp, Dan Dulac, Lisa Collins, Wendy Hayter, Judy T. Myers, Chad Kearns, Linda Kearns, Mike Colgan, Chay Peterson, Pam (?) Linda May, Scott Breeden, Tyler Humphreys, Mary Schreiber, Dana Judd.

PUBLIC AND BOARD INPUT ON NON-AGENDIZED ITEMS-

No public or Board input

CONSENT CALENDAR

1st ACTION: Director Peterson made a motion to approve the Consent Calendar and Minutes of October 23, and Correspondence. Director Weel seconded. Unanimously approved.

2nd ACTION: Director Weel made a motion to approve Transmittal 11-12A, Directors compensation \$150 total. Director Shepston seconded. Unanimously approved.

3rd ACTION; Director Shepston made a motion to approve Transmittal 11-12B, District Bills, \$4806.72 total. Director Peterson seconded. Unanimously approved.

4th ACTION; Director Shepston made a motion to approve Transmittal 11-12C, Utility Bills, and reimbursements. Director Smisek seconded, Unanimously approved.

Note: Director Shepston pulled out one tax bill from Trans. 11-12C to review, and will report later.

CHILDRENS CENTER DIRECTORS REPORT

Director Aimee Bryer has been busy working on 3 grants for the Children's Center. A new garden is in the works thanks to Tyler Hymphreys. A community garden project is being discussed, and could begin in Spring. Fundraisers, Christmas in the Canyons, potluck dinner and Chili Cookoff.

OTHER DISTRICT BUSINESS

(A) Director Bates announced the new SMRPD Directors. They are, Lisa Collins and Chay Peterson. The Directors are all looking forward to working together.

(B) Director Shepston has been discussing trail locations with the St. Michaels Abbey. They are working on a more specific trail plan. Using GPS and contacting Trails 4 All are possibilities.

(C) Directors Shepston said discussions with the county about Saddleback Vineyards are still in the air. Director Bates wants to discuss trails for SMRPD with them.

(D) Director Smisek said Christmas in the Canyon plans are going well. It's a free event and open to the public. The publicity newspaper's are ready to be distributed. Finances for the project are looking good, the event is paying for itself with maybe a small profit to roll for next year.

(E) Lisa Collins and caretaker Steve Reighart have been discussing Modjeska Parks needs. Replacement parts for the play equipment and some type of ground cover under the play equipment is needed. Ideas were discussed, recycled rubber and wood chips, to name a few. Also there is a dog feces problem. A fence surrounding the play area could solve that. The community advertisement sign is in need of repair, or replacement. Talented Steve Reighart may be able save the district money by making one.

Capri may be contacted for their advise on the ground covering and fencing. A grant may be looked into to help to pay for these needed repairs etc. All of these issues will be discussed at the next meeting. An email may go out asking for the communities input.

(F) 5th ACTION: Director Shepston made a motion to approve hiring Bob Johnson for the districts new Auditor in the amount of \$4000, for the 2011 - 2012 time period. Director Weel. Seconded. Unanimously approved

(G) Director Weel would like to start a new Technology Club. To support SMRPD, it will be a non profit class where students will learn about net working, software development, mail chimp and much more. Director Weel offered to help with SMRPD with their technology needs. The class would be a 5 year commitment at the cost of 1 cent per year, with a 30 day cancellation clause.

6th ACTION: Director Shepston made a motion to enter into an agreement with Director Marty Weel to start up a Modjeska Technology Club. Director Peterson seconded. Unanimously approved. Two cents were paid to start him off ☺

COMMITTEE REPORTS

Recreation -Director Peterson said that there is a mountain bike ride on Mondays in Black Star Canyon. Hikes may start up again.

Finances- Director Weel trying to figure out the districts large electric bills and wondered if getting a Smart Meter would help. Phil McWilliams added that past SMRPD Boards have tried with no success to figure out why the large costs to the district. Will discuss this at a later meeting.

Facilities Maintenance and Safety - Capri has asked that the Safety Minutes be done by December 31. Directors Peterson and Weel will do it.

AD HOC COMMITTEES & REPRESENTATIVES

Director Smisek said he would like to work on locating canyon historical buildings and maybe purchase plaques to commemorate them.

A new Rec. brochure will be starting up for Spring. All info should be sent to Bev Mileham.

Children's Center Director Aimee Bryer said they need a tree management plan for the Children's Center. The Board will consider this and discuss how to take care of it.

DIRECTORS COMMENTS

Director Smisek is excited about all the new events going on.

Director Shepston would like to expand the districts sphere influence inviting Trabuco canyon into our district.

Director Bates thanked Director Brett Peterson and Marty Weel for all their work with SMRPD.

Coffee and cupcakes were served to everyone to express their thanks.

ADJOURNMENT 8:47 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 December 27th 2012.