



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 23, 2013 AT 7:00PM
AT THE SILVERADO COMMUNITY CENTER
27641 SILVERADO CANYON ROAD, SILVERADO 92676**

DIRECTORS

Greg Bates – President
Tom Smisek – Vice-President
Chay Peterson – Secretary
Ron Shepston – Treasurer
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 March, 2013 Regular Meeting and Correspondence.

A2: Transmittal 04-13A, Directors' compensation for Regular Board Meeting on March 26, 2012 \$200.00 total

A3: Transmittal 04-13B, District Bills, \$1987.13 total

A4: Transmittal 04-13C, Utility Bills and Reimbursements, \$1332.74 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) Pledge of Allegiance – Vote - Dir Collins

- (B) AED – Vote - Dir Collins
- (C) SMRPD booth materials. – Vote - Dir Collins
- (D) Dog park issue – Discussion - Dir Collins
- (E) CSDA courses – Vote - Dir Collins
- (F) SMRPD Management of Silverado School site – Information - Dir Peterson

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, Linda Kearns, Joel Robinson)

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 Peterson
- (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 28, 2013.

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: 04/20/13
REPORT 04-13A**

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
Chay Peterson P.O. Box 613 Silverado, CA 92676	3/26/2013	V700	0100	900	\$ 50.00	1099	
					\$ 50.00		
Lisa Collins 17168 Harding Canyon Road Modjeska, CA 92676	3/26/2013	V700	0100	900	\$ 50.00		
VC- 9989 Ron Shepston P.O. Box 31311 Silverado Canyon Road Silverado, CA 92676		V700	0100	900	\$ 50.00		
VC-9990 Greg Bates 28100 Modjeska Canyon Road Modjeska, CA 92676	3/26/2013	V700	0100	900	\$ 50.00		
VC-1539 Tom Smisek P.O. Box 374 Silverado, CA 92676	3/26/2013	V700	0100	900	\$ 50.00		
					\$ 50.00		

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: 04/20/13
REPORT 04-13C**

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

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 #2049 PAID TO: JANI-KING INVOICE #LAX04130401 INVOICE #LAX04130408	V700	1400	900	\$226.58		
		V700	1400	900	\$224.13		
						\$450.71	
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #2050 PAID TO: WASTE MANAGEMENT INVOICE #0062128-2884-9	V700	2800	900	\$212.84		
						\$212.84	
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF CHECK #2051 PAID TO: IRWD METER #55418830 03/22/13 METER #51441202 03/22/13 METER #56569388 03/22/13	V700	2800	900	\$10.86		
		V700	2800	900	\$58.91		
		V700	2800	900	\$86.99		
						\$156.76	
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF DEBITS PAID TO: AT&T 714-649-2850 04/10/13 714-649-2428 04/10/13	V700	702	900	\$58.74		
		V700	702	900	\$48.69		
						\$107.43	
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	REIMBURSEMENT OF DEBITS PAID TO: SCE ACCOUNT #2-25-699-8121 04/2013 ACCOUNT #2-32-988-1767 04/2013	V700	2800	900	\$ 71.68		
		V700	2800	900	\$ 333.32		
						\$405.00	

The claims listed above totaling **\$1,332.74** 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

THURSDAY MARCH 26, 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 – Treasurer
Chay Peterson - Secretary
Lisa Collins - 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 7:12PM by Director Bates, who acted as chair person.

ROLL CALL

Directors Greg Bates, Tom Smisek, Chay Peterson, and Lisa Collins were present. Director Shepston had an excused absence. Caretaker Steve Reighart, and Admin. Assist. Bev Mileham

PUBLIC ATTENDANCE

Hank Rodgers, Steve Kerrigan, Scott Breeden, Linda Unger, Wendy Hayter, Dan Dulac, Rich Gomez, Colleen Colgen, Linda Kearns, Chad Kearns, Jane Bove, Mary Schreiber, Janet Wilson, Deanna Craig, signed in.

PUBLIC AND BOARD INPUT ON NON-AGENDIZED ITEMS

Director Bates moved items from District Business F and L to A1 and A2, Children's Center to A3.

Dan Dulac welcomed everyone to an Easter celebration Stations of the Cross in Baker Canyon.

The Meeting went into Closed Session at 7:15 and reconvened at 8:00pm.

Director Bates reported conference was with real property negotiators pursuant to Govt. Code Section 54956.8 Property: APN: 105-040-09, Baker Canyon Property. Negotiating for SMRPD:

Other party: Trust for Public Lands, Scott Ferguson. Under negotiation: terms of acquisition. President Bates and Director Shepston are going to pursue the Real Estate transaction.

CONSENT CALENDAR

1st ACTION: Director Smisek made a motion to approve the Consent Calendar with the February 22, 2013 Minutes, correspondence and Transmittals 03-13A, 03-13B and 03-13C. Director Collins seconded. Unanimously approved

OTHER DISTRICT BUSINESS

(F)

Facility and Instructor Agreements, submitted to Board by Director Collins and approved by general counsel, will be a better agreement because of liability coverage.

2nd ACTION: Director Smisek made a motion to accept the new Facilities and Instructors Use Agreement. Director Collins seconded. Unanimously approved.

(L) Directors, along with general counsel Betsy Martyn, reviewed a current licensing agreement with St. Michaels Abbey for parking on the Riviera at a fee of \$10 a year.

3rd ACTION: Director Smisek made a motion to approve the licensing agreement with St. Michaels Abbey at \$10 a year for parking on the Riviera. Director Peterson seconded. Unanimously approved.

SMRPD is to let St. Michaels know when they will use the parking lot, may keep track on the SMRPD website.

(A)

Mailing Act and Ethics issues. Director Bates consulted FPPC with ethics questions. They offered no help or advise. General counsel, Betsy Martyn was asked about a Christmas mailer where Director Smisek was questioned by a Director of a possible ethics violation. Ms. Martyn said that Director Smisek committed no violation, and advised all Directors to be sure and know the regulations.

Director Bates said board members shouldn't accuse other Board members in public, but should discuss matters to the person directly.

CHILDRENS CENTER DIRECTORS REPORT

Director Peterson reported for CC Director Aimee Bryer who was absent. Things are going well at the center. Spring cleaning has begun, posts have been repaired. Volunteer Connie Nelson removed weeds. Chili cook off fundraiser is coming up and needs more competitors. Parent Workshop, Open House, and Great park cook-off coming up. Behavior class was successful.

(B)

Modjeska Park, how to accommodate people and dogs? There are complaints of dog owners not using leashes. The Board discussed possible solutions, Directors Collins and Peterson will check with Capri, and look into other districts to see how they deal with this problem.

(C)

JR Canyon Septic hasn't been billing. Director Bates recommended a tax deductible donation and \$5670 plus \$855 for the porta potty.

4th ACTION: Director Smisek made a motion to approve paying JR Septic a total of \$6525 for his past bill and services. Director Peterson seconded. Unanimously approved.

5th ACTION; Director Smisek made a motion to have bookkeeper Meghan Warner prepare a correct tax deduction for \$14,040. Director Peterson seconded. Unanimously approved.

Starting now JR Septic will be paid \$95 a month with an automatic payment plan.

(D)

Director Collins discussed having the new SMRPD logos put on signs at parks facilities. The Directors discussed different options with cost effectiveness in mind. Director Collins will look into this and report at the next meeting.

(E)

Director Collins said she thought AED's would be beneficial for both community centers. Director Bates said if budget allows it may be a good idea.

(G)

Director Smisek had disaster preparedness brochures to distribute. There will be an event with booths. SMRPD discussed what they could offer to the program. Director Collins, Deanna Craig and Mike Colgan will work on ideas.

(H)

Directors still researching SCE costs. The rates were lowered some.

(I)

Director Collins is concerned with the recycling group that meets at Silverado's CC. What is the parks policy, should they pay? Director Collins will look into this and report later.

(J)

6th ACTION: Director Smisek made a motion to have bookkeeper Meghan Warner and Admin. Assist. Bev Mileham figure out how to get the CAPS Access figured out. Director Collins seconded. Unanimously approved.

(M)

Approve newly elected Directors

7th ACTION: Director Smisek made a motion that the Board accept Lisa Collins and Chay Peterson as Directors of the SMRPD Board. Director Bates approved. Unanimously approved.

(K)

Rich Gomez and Mark Levy have been working on a non profit preservation group called Adopt A Roadway that would help preserve the scenic roadway and vistas on Santiago Canyon Road.

They gave copies of Adopt A Roadway ideas for the Board to review. A 501C3 will be used for donations needed for signs and administrative work. The county is funding some supplies, bags, tools etc. Mr. Levy and Mr. Gomez asked the Board to consider endorsing the project, and possibly adding it to the next recreation brochure. The men have been working with the county and will eventually be looking for volunteers to help with roadway cleanups.

8th ACTION: Director Peterson made a motion for SMRPD to endorse the Adopt A Highway program. Director Collins seconded. Unanimously approved.

DIRECTORS COMMENTS

The Board discussed attending CARPD workshops, will vote on this next month.

ADJOURN 9:40PM. Next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 7:00PM on Tues. April 23, 2013.