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, JULY 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. PLEDGE OF ALLIGIENCE

IV. 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 June 25, 2013 Regular Meeting and Correspondence.
A2: Approve and file the Minutes of the July 9, 2013 Special Meeting
A3: Transmittal 07-13A, Directors' compensation for Regular Board Meeting on June 25, 2012 $200.00 total
A4: Transmittal 07-13B, District Bills, $6490.08 total
A5: Transmittal 07-13C, Utility Bills and Reimbursements, $1716.13 total

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

VI. TREASURER'S REPORT

VII. CHILDREN'S CENTER DIRECTOR'S REPORT

VIII. OTHER DISTRICT BUSINESS

(A) Modjeska Park Update – Lisa

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** (Shepston, Bates)
(C) **PERSONNEL** (Shepston, Collins)
(D) **OPEN SPACE AND TRAILS** (Shepston, Bates)
(E) **FACILITIES MAINTENANCE AND SAFETY** (Bates, Peterson)

AD HOC COMMITTEES & REPRESENTATIVES:

(F) **MODJESKA PARK USAGE** (Collins)
(G) **ISDOC REPRESENTATIVE (**Shepston)
(H) **PRESERVATION & RESTORATION** (Smisek)
(I) **COMMUNICATIONS & DISTRICT OUTREACH** (Smisek)
(J) **SILVERADO CHILDREN'S CENTER** (Collins, Peterson)
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 August 20, 2013.

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SUMMARIZED TREASURER'S REPORT
(As of 7-20-13 unless otherwise noted)
Tuesday, July 23, 2013

Deposits

Bank Of America	920.92
County of Orange	23,529.46
Christmas In The Canyons	-
Silverado Children's Center	38,230.90
Silverado Children's Center Savings	-
TOTAL DEPOSITS	62,681.28

Expenditures/Withdrawals

Bank Of America	3,379.72
County of Orange	15,862.81
Christmas In The Canyons	-
Silverado Children's Center	37,599.74
Silverado Children's Center Savings	-
TOTAL EXPENDITURES	56,842.27

Account Balances

	Beg	**Ending**
Bank Of America	21,120.85	18,662.05
County of Orange	238,830.86	246,497.51
Christmas In The Canyons	3,004.25	3,004.25
Silverado Children's Center	-421.77	209.39
Silverado Children's Center Savings	100.78	20.78
TOTAL BALANCE		268,393.98

Prepared by:_____
Ron Shepston, Treasurer

1. Amounts for the county could change as adjusting entries are posted by the county.
2. Refer to official financial records as prepared by SMRPD bookkeeper, Meaghan Warner for details

LOCALLY GOVERNED DISTRICT **DATE: 07/18/13**
CLAIMS TRANSMITTED FOR PAYMENT **REPORT 07-13A**

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

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	6/25/2013	**V700**	**0100**	**900**	$ 50.00		
					$ 50.00	**1099**	
Lisa Collins 17168 Harding Canyon Road Modjeska, CA 92676	6/25/2013	**V700**	**0100**	**900**	$ 50.00		
					$ 50.00	**1099**	
VC- 9989 Ron Shepston P.O. Box 31311 Silverado Canyon Road Silverado, CA 92676		**V700**	**0100**	**900**			
					$ -	**1099**	
VC-9990 Greg Bates 28100 Modjeska Canyon Road Modjeska, CA 92676	6/25/2013	**V700**	**0100**	**900**	$ 50.00		
					$ 50.00	**1099**	
VC-1539 Tom Smisek P.O. Box 374 Silverado, CA 92676	6/25/2013	**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: 7/18/2013
REPORT 07-13B

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 #	**DEPT** **V700**	OBJT REV/ BS ACCT	**UNIT** **900**	AMOUNT	AC'S USE ONLY DOC NUMBER	SC
VC-2027	INVOICE #92541	**V700**	**1400**	**900**	$340.00		
COOKSMITH LANDSCAPING	INVOICE #92614	**V700**	**1400**	**900**	$16.00		
P.O. BOX 5606	INVOICE #92527	**V700**	**1400**	**900**	$235.00		
ORANGE, CA 92863	INVOICE #92603	**V700**	**1400**	**900**	$16.00		
					$607.00		
VC-2760							
MEGHAN WARNER							
P.O. BOX 177	INVOICE #13-84	**V700**	**1900**	**900**	$250.00		
SILVERADO, CA 92676							
					$250.00	**1099**	
VC-4740							
HOME DEPOT							
P.O. BOX 9055	INVOICE DATED: 07/05/13	**V700**	**1400**	**900**	$292.58		
DES MOINES, IA 50368							
					$292.58		
VC-2865							
STEVE REIGHART							
27641 SILVERADO CANYON ROAD	INVOICE #100026	**V700**	**1900**	**900**	$1,080.00		
SILVERADO, CA 92676							
					$1,080.00	**1099**	
VC-6773							
LEWIS BRISBOIS BISGAARD & SMITH							
221 N. FIGUEROA STREET	INVOICE #1188023	**V700**	**1900**	**900**	$620.00		
LOS ANGELES, CA 90012							
					$620.00	**1099**	
VC-5036							
CAPRI							
6341 AUBURN BLVD, SUITE A	2013-2014 FIRST HALF PREMIUM	**V700**	**1100**	**900**	$3,140.50		
CITRUS HEIGHTS, CA 95621							
					$3,140.50		
VC-7210							
COUNTY OF ORANGE	INVOICE #GA-00246						
P.O. BOX 4005	2013-2014 LAFCO	**V700**	**1600**	**900**	$ 500.00		
SANTA ANA, CA 92702							
					$500.00		

The claims listed above totaling **$6,490.08** 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: 07/18/13
REPORT 07-13C

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 DOC NUMBER	SC
	REIMBURSEMENT OF CHECK #2084						
VC-1672	**PAID TO: JANI-KING**						
SMRPD (BofA Account)	INVOICE #LAX07130401	**V700**	**1400**	**900**	$224.13		
P.O. Box 8	INVOICE #LAX07130394	**V700**	**1400**	**900**	$229.07		
Silverado, CA 92676							
					$453.20		
VC-1672	**REIMBURSEMENT OF CHECK #2085**						
SMRPD (BofA Account)	**PAID TO: WASTE MANAGEMENT**						
P.O. Box 8	INVOICE #0062834-2884-2	**V700**	**2800**	**900**	$214.12		
Silverado, CA 92676							
					$214.12		
	REIMBURSEMENT OF CHECK #2086						
VC-1672	**PAID TO: IRWD**						
SMRPD (BofA Account)	METER #55418830 06/22/13	**V700**	**2800**	**900**	$55.68		
P.O. Box 8	METER #51441202 06/22/13	**V700**	**2800**	**900**	$132.23		
Silverado, CA 92676	METER #56569388 06/22/13	**V700**	**2800**	**900**	$115.07		
					$302.98		
	REIMBURSEMENT OF DEBITS						
VC-1672	**PAID TO: AT&T**						
SMRPD (BofA Account)	714-649-2850 07/10/13	**V700**	**702**	**900**	$65.51		
P.O. Box 8	714-649-2428 07/10/13	**V700**	**702**	**900**	$49.06		
Silverado, CA 92676							
					$114.57		
	REIMBURSEMENT OF DEBITS						
VC-1672	**PAID TO: SCE**						
SMRPD (BofA Account)	ACCOUNT #2-25-699-8121 **07/2013**	**V700**	**2800**	**900**	$ 76.67		
P.O. Box 8	ACCOUNT #2-32-988-1767 **07/2013**	**V700**	**2800**	**900**	$ 554.59		
Silverado, CA 92676							
					$631.26		

The claims listed above totaling **$1,716.13** 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 JUNE 25, 2013 AT 7:00 PM

AT THE SILVERADO COMMUNITY CENTER

27641 SILVERADO CANYON ROAD, SILVERADO 92676

DIRECTORS	STAFF
Greg Bates - President	Aimee Bryer - Scc Director
Tom Smisek - Vice President	Elizabeth Martyn - General Counsel
Ron Shepston – Treasurer	Bev Mileham - Admin. Assistant
Chay Peterson - Secretary	Steve Reighart - Caretaker
Lisa Collins - Director	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 7:09PM by Director Bates, who acted as chair person.

ROLL CALL

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

PUBLIC ATTENDANCE

Deanna Craig, Scott Breeden, Denise and Danny Ater, Jane Bove, Michelle Mainville, Dick Ertman, Colleen Colgan, Mary Schreiber, Steve Kerrigan, Chad Kearns, Doug Sweeney, Phil McWilliams, Mike Colgan, Hank Rodgers, Wendy Hayter, Linda Unger, Alice Phillips, Trinity Bayer, signed in.

PUBLIC AND BOARD INPUT ON NON-AGENDIZED ITEMS

Mike Colgan thanked the Board for doing such a good job, dealing well in a positive way with pro-community issues, and thanked Director Collins for getting so much done, at which Director Collins thanked Colleen Colgan for all of her help.

Phil McWilliams said the 17th Annual Inner Coastal Cleanup is coming up on Sept 21 and asked for the Boards support. The Board will discuss and give their decision at the next Board meeting.
Denise Ater who has been helping organize the canyons 4th of July event asked the Board for a tax Id number letter that she needs to use while asking local markets etc. for donations for the event. Director Bates will write up a letter to be used for this purpose. The Board also said they may help reimburse if any more money is needed.

CONSENT CALENDAR

1st ACTION: Director Smisek made a motion to approve the Consent Calendar with the May 28th Minutes, correspondence and Transmittals 06-13A, 06-13B and 06-13C. Director Peterson seconded. Unanimously approved

CHILDRENS CENTER DIRECTORS REPORT

Director Aimee Bryer reported that the centers Summer Program has started with 8 school agers and 12 pre-K students and one new enrollment.
Has had an Open House, Tucker fundraising and PR event that made $49. A big fundraiser coming up will be the Chili Cook off at the Great park.
Two new temp workers were hired, Fall program starts Sept 3rd. The Eco Explorer week program is going very well. At the next Advisory meeting they will work on the next budget.

OTHER DISTRICT BUSINESS

(A) The Board discussed accounting of revenues and how it can possibly be improved, Directors Shepston and Bates will be working on this.
(B) Discussed a proper way to handle accounting and revenue of SMRPD events. The Recreation committee, Directors Peterson and Collins were asked to work on this.
(C) Director Bates introduced a Resolution to adopt a conflict of interest code which will supersede all prior conflict of interest codes and amendments previously adopted.

2nd ACTION: Director Smisek made a motion to pass the Resolution adopting a conflict of interest code that supersedes all prior of interest codes. Director Peterson seconded. Unanimously approved.

(D) The Gimbel Foundation grant is still being looked into by the Directors.
(E) The Board is still waiting to hear from the Insurance company regarding the flood reimbursement.Then they contact CaL FEMA to discuss further funding that will still be needed.
(F) A budget meeting will be planned soon after bookkeeper Meghan Warner moves, the Directors were asked to review the financials to prepare for a final budget adoption.
(G) Director Collins is still looking into updating class teacher and facility agreements.
(H) The Board will set a date sometime in the beginning of July with the Modjeska community to discuss the residents request for a dog park.
(I) Director Peterson told the board that she would like to be more involved in the committees that she's in, and try to communicate a little better. Director Collins pointed out that Director Petersen has not responded to her requests for actions on committee matters. Director Peterson is very happy with the way Director Collins is working on the Recreation committee, but would like to be more involved and kept in the loop with decisions. The Board confirmed that Director Collins is in charge of producing the

Community Bulletin. The Board is happy with the way things are going and stated that committees only meet when required to address issues, but Director Bates has asked Directors Peterson and Collins to meet and discuss things in order to gain better communication.
A facilities meeting is planned next Friday with Caretaker Steve Reighart.

DIRECTORS COMMENTS
Director Peterson says that she doesn't mean ill to anyone in regards to the previous Agenda item (I) and realizes that issues especially in small communities can become very passionate.
Director Bates said he would like the Minutes done sooner and asked the Directors and the public to get all Agenda items turned in sooner. Correspondence's can be sent via Drop Box. Director Bates asked the public to use it and report to him, letting him know if they liked it or not.
There is a tentative date of July 9th for the Dog Park meeting.

ADJOURN 9:15 PM. Next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 7:00PM on Tues. July 23, 2013.

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SPECIAL MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JULY 9, 2013 AT 7:00PM
AT THE MODJESKA FIRE STATION
28951 MODJESKA 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
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PLEASE NOTE LOCATION AT MODJESKA FIRE STATION

AGENDA

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I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLIGIENCE

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V. DISTRICT BUSINESS

(A) Approval of lease with County of Orange for Silverado Children's Center.
(B) Approve agreement with our Auditor for 2-3 years at his offered price.
(C) Discussion and possible approval of candidates for the CSDA Board of Directors position. Request from Bill Nelson for the same.
(D) Approval to pay California Association of Recreation and Park District's annual dues in the amount of $400 to $800.
(E) Discussion and possible action regarding creating a dog park in a part of the Modjeska Community Park.

VI. COMMITTEES

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(E) **FACILITIES MAINTENANCE AND SAFETY** (Bates, Peterson)

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(G) **PRESERVATION & RESTORATION** (Smisek)
(H) **COMMUNICATIONS & DISTRICT OUTREACH** (Smisek)
(I) **SILVERADO CHILDREN'S CENTER** (Collins, Shepston)
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(2) Director Collins
(3) Director Bates
(4) Director Peterson
(5) Director Shepston

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