

*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](http://www.smrpd.org)

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, AUGUST 27, 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. Director Shepston will call in from out of town to participate in this meeting.**
- V. 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 July 23, 2013 Regular Meeting and Correspondence.  
**A2:** Transmittal 08-13A, Directors' compensation for Regular Board Meeting on July 23, 2012 \$200.00 total  
**A3:** Transmittal 08-13B, District Bills, \$1684.00 total  
**A4:** Transmittal 08-13C, Utility Bills and Reimbursements, \$1857.88 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) SCE report – Steve Reighart
- (B) Dog Park/Playground Update - Lisa
- (C) Facility and Instructor Agreements – Lisa
- (D) Budget new flyers for Sept- Dec - Lisa
- (E) Ad for Silmod phone book – Lisa
- (F) Silverado Concert Series Accounting – Greg
- (G) SCC ad hoc committee - Greg
- (H) Ethics violations follow up - Tom
- (I) Sentry Articles – Lisa
- (J) Chay's email to Lisa – 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**

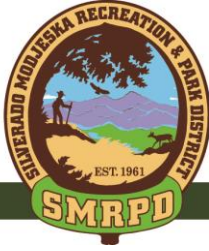
Pursuant to Government Code §54954.2 members of the Board of Directors or Staff may ask questions for clarification, make brief announcements, make brief reports on their activities. The Board or a Board member may provide a reference to Staff or other resources for factual information, request Staff 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 September 24, 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.



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SUMMARIZED TREASURER'S REPORT  
(As of 7-31-13 unless otherwise noted)  
Wednesday, July 31, 2013

**Deposits**

Bank Of America	2,086.10
County of Orange	6,006.18
Christmas In The Canyons	-
Silverado Children's Center	(770.99)
Silverado Children's Center Savings	-
<b>TOTAL DEPOSITS</b>	<b>7,321.29</b>

**Expenditures/Withdrawals**

Bank Of America	2,364.57
County of Orange	10,509.49
Christmas In The Canyons	-
Silverado Children's Center	-
Silverado Children's Center Savings	-
<b>TOTAL EXPENDITURES</b>	<b>12,874.06</b>

**Account Balances**

	<b>Beg</b>	<b>Ending</b>
Bank Of America	18,662.05	18,383.58
County of Orange	246,497.51	241,994.20
Christmas In The Canyons	3,004.25	3,004.25
Silverado Children's Center	209.39	(561.60)
Silverado Children's Center Savings	100.78	20.78
<b>TOTAL BALANCE</b>		<b>262,841.21</b>

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  
CLAIMS TRANSMITTED FOR PAYMENT**

**DATE: 08/23/13  
REPORT 08-13A**

Sil-Mod Rec. and Parks Dist. PO Box 8 Silverado, CA 92676	THE COUNTY AUDITOR IS AUTHORIZED TO DRAW THIS CHECK FROM <b>FUND: 728 BUDGET CONTROL: 728</b>
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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	7/23/2013	V700	0100	900	\$ 50.00	1099	
					<b>\$ 50.00</b>		
Lisa Collins 17168 Harding Canyon Road Modjeska, CA 92676	7/23/2013	V700	0100	900	\$ 50.00		
<b>VC- 9989</b> Ron Shepston P.O. Box 31311 Silverado Canyon Road Silverado, CA 92676	7/23/2013	V700	0100	900	\$ 50.00		
<b>VC-9990</b> Greg Bates 28100 Modjeska Canyon Road Modjeska, CA 92676		V700	0100	900	<b>\$ 50.00</b>		
<b>VC-1539</b> Tom Smisek P.O. Box 374 Silverado, CA 92676	7/23/2013	V700	0100	900	\$ 50.00		
					<b>\$ 50.00</b>		

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: 8/23/2013  
REPORT 08-13B**

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	SC
						DOC NUMBER	
<b>VC-2027</b> COOKSMITH LANDSCAPING P.O. BOX 5606 ORANGE, CA 92863	INVOICE #92699	V700	1400	900	\$340.00		
	INVOICE #926772	V700	1400	900	\$16.00		
	INVOICE #92685	V700	1400	900	\$235.00		
	INVOICE #92761	V700	1400	900	\$16.00		
					<b>\$607.00</b>		
<b>VC-2760</b> MEGHAN WARNER P.O. BOX 177 SILVERADO, CA 92676	INVOICE #13-96	V700	1900	900	\$325.00	1099	
					<b>\$325.00</b>		
<b>VC-4740</b> HOME DEPOT P.O. BOX 9055 DES MOINES, IA 50368	INVOICE DATED: 08/05/13	V700	1400	900	\$167.00		
					<b>\$167.00</b>		
<b>VC-2865</b> STEVE REIGHART 27641 SILVERADO CANYON ROAD SILVERADO, CA 92676	INVOICE #100027	V700	1900	900	\$585.00	1099	
					<b>\$585.00</b>		

The claims listed above totaling **\$1,684.00** 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: 08/23/13  
REPORT 08-13C**

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
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF CHECK #2090 PAID TO: JANI-KING</b> INVOICE #LAX08130406 INVOICE #LAX08130399				\$224.13		
			1400	900	\$229.07		
						<b>\$453.20</b>	
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF CHECK #2091 PAID TO: WASTE MANAGEMENT</b> INVOICE #0063010-2884-8		2800	900	\$214.12		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF CHECK #2092 PAID TO: IRWD</b> METER #55418830 07/23/13 METER #51441202 07/23/13 METER #56569388 07/23/13		2800	900	\$11.44		
			2800	900	\$181.98		
			2800	900	\$102.13		
					<b>\$295.55</b>		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF DEBITS PAID TO: AT&amp;T</b> 714-649-2850 08/10/13 714-649-2428 08/10/13		702	900	\$59.83		
			702	900	\$51.76		
VC-1672 SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF DEBITS PAID TO: SCE</b> ACCOUNT #2-25-699-8121 07/2013 ACCOUNT #2-32-988-1767 07/2013		2800	900	\$ 74.15		
			2800	900	\$ 709.27		
					<b>\$111.59</b>		
					<b>\$783.42</b>		

The claims listed above totaling **\$1,857.88** 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 JULY 23, 2013 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 7:03PM by Director Smisek who acted as chair person.

### **ROLL CALL**

Directors Tom Smisek, Chay Peterson, Lisa Collins, Ron Shepston, Director Bates is on vacation. Caretaker Steve Reighart, and Admin. Assist. Bev Mileham

### **PUBLIC ATTENDANCE**

Hank Rodgers, Scott Breeden, Tim Janca, Debbie Seltzer signed in.

### **PUBLIC AND BOARD INPUT ON NON-AGENDIZED ITEMS**

Laurel Ward is a home school mom and would like to plan a concert event for other home school families. The event would be free. Director Smisek asked Ms. Ward to bring an outline specifying details, dates etc., of the concert to the next meeting for the Board to review.

Brett Peterson stated that a violation ticket was made to be used in the Riviera and sent to all board directors which created a quorum and becomes public information. He also stated that when he spoke to director Collins about the issue he was treated rudely. He also stated that Directors Collins and Smisek spoke to him over the phone claiming that correspondences of the board were private. Brett argued quorum emails of three or more directors are not private, but automatically made public.

Director Chay Peterson stated that quorum director emails whereby policy is being made where there is no public notice or comment, are then considered public information according to the Brown Act. Public information is public information, email, written form, there's no longer difference. Director Collins said

that the Brown Act was not violated, Director Smisek also stated that inter-board communication had an expectancy of confidentiality and referred to a similar incident brought up by past director Marty Weel. Director Smisek stated, if anyone believes the Board has violated the Brown Act they need to put it in writing and submit it to the board with substantiating documentation

Someone in cognito, sent a letter about SMRPD's discussions that was put in the Sentry newspaper. All directors were asked by Director Shepston and each denied making contact that resulted in the article. Director Shepston said this was a severe breach of trust.

Steve Kerrigan asked about the appearance of a deficit at the Children's Center. CC Director Aimee Bryer said that no money has come from SMRPD, and that the center has supported itself all throughout the 6 years that Ms. Bryer has been the Director. Although it does appear in the Treasurers report to be a deficit. The Directors know this, and it does seem a little confusing, so Director Shepston will look into finding a way to better explain to the public and will report at the next Board meeting.

#### **CONSENT CALENDAR**

**1<sup>st</sup> ACTION:** Director Shepston made a motion to approve the Consent Calendar with the July 9th Special meeting Minutes, June 25, regular meeting Minutes, correspondence and Transmittals 07-13A, 07-13B and 07-13C. Director Collins seconded. Unanimously approved.

#### **TREASURERS REPORT**

Director Shepston handed out the year to date summarized Treasurers report to Directors and the public. Director Collins asked for a little more detail in the report to be understand who pays, rents and class fees. Director Shepston will work with bookkeeper Meghan Warner on this.

#### **CHILDRENS CENTER DIRECTORS REPORT**

Director Aimee Bryer announced that she would be moving Aug. 30th. Lindsey Eidsvold who has worked at the center for a year, is being trained to take over as Director, previous experience at preschools and daycares.

The center had a successful parent workday. The Chili Cook off at Big Park was a great success, the final tally is still being counted. Rummage sale coming up and sleep over Aug. 16th.

#### **OTHER DISTRICT BUSINESS**

( A ) Director Collins is still working on the Modjeska Park Update with the new ad-hoc committee and will report later.

#### **STANDING COMMITTEES AND REPRESENTATIVES:**

**Open Space and Trails-** Director Shepston reported that negotiations are still being worked out with the Baker Canyon project but getting closer to being final.

#### **FACILITIES MAINTENANCE AND SAFETY**

Director Peterson lead a Facilities meeting and brought the Minutes to be adopted by the Board.

**2nd ACTION:** Director Shepston made a motion to approve the Facilities and Safety Minutes. Director Collins seconded. Unanimously approved.

#### **DIRECTORS COMMENTS**

Director Collins said that there were 53 dogs at the rattlesnake protection class. Also attended the Wilderness theme park celebration.

Movie in the Park was very successful. A Farmers Market Hootenanny will take place in Modjeska Aug 10th.

Director Smisek thanked the public for their participation.

Director Peterson thanked Aimee Bryer for her hard work and appreciated working with her for 12 years.

Director Shepston said although there are sometimes disagreements, they are always towards solving problems, but said he dislikes a breach of trust.

Wished Aimee Bryer the best, and hates to see her go.

**ADJOURN 8:25PM. Next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 7:00PM on Tues. Aug 27th, 2013.**