



RECREATION AND PARKS DISTRICT

P.O. BOX 8, SILVERADO, CA 92676

**REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY MARCH 23, 2004 AT 7:00 PM
AT THE MODJESKA COMMUNITY CENTER
28990 MODJESKA CANYON ROAD, MODJESKA 92676**

DIRECTORS

**Robert Hunt - President
Deborah Johnson - Vice-President
Linda May – Director
Mike Boeck - Director
Mark Levy - Secretary**

STAFF

**Cathie Fountain – SCC Director
Elizabeth Martyn – General Counsel
Bev Mileham – Admin. Assistant
Phil McWilliams – Grants Admin.
Aaron & Cori Combs - Caretakers**

AGENDA

(Asterisks Denote Potential Action Item)

This Agenda is available in PDF format at <http://www.smrpd.org>

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC INPUT ON NON-AGENDIZED ITEMS

Receive written or oral information/reports only, questions cannot be answered by the Board at this time. Oral comments limited to three minutes per person. Non-agenda items cannot be discussed or acted on by the Board. **Note: Fifteen-minute limit per topic. If more than one person is in attendance to speak on the same subject, a spokesperson should be designated.**

IV. CONSENT CALENDAR

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- A. Draft Minutes of the March 9, 2004 Regular Board Meeting and the February 24, 2004 Safety Committee Meeting
- B. Correspondence

V. OTHER DISTRICT BUSINESS

- A. Election of Board Treasurer *
- B. Payment of District Bills by approval of prepared Transmittals *
- C. Correct the Minutes of February 10, 2004 to reflect the spending limit and assignment of spending/hiring responsibility specified by the Board in its action to authorize gopher extermination and filling of the gopher holes and planters in Silverado Park. *

- D. Confirm that the Board authorized Grants Administrator Phil McWilliams to perform hiring and purchasing to complete the Playground Grant in a timely manner. Provide a copy of his contract to the O.C. Auditor-Controller's Office.*
- E. Approve payment of reimbursement request from Grants Administrator Phil McWilliams for out-of-pocket expenses related to completion of the Playground Grant in the amount of \$4,386.16. *
- F. Discuss applying \$2,000.00 of former General Manager Ron Molendyk's \$4,500.00 in returned salary to the Recreation Program, per his request. *
- G. **RESOLUTION 032304-1** expressing appreciation for the actions of The Irvine Company in providing indemnification for the use of their land as a parking area for the Silverado Firefighters Easter Breakfast, thus enabling the event to take place. *
- H. Authorize retroactively the hiring of Julie Chung and execution of her contract as bookkeeper for the District, defining her scope of work and compensation. Provide a copy of her contract to the O.C. Auditor-Controller's Office. *
- I. Clarify details of the renewal of Administrative Assistant Bev Mileham's contract at the Board meeting of January 27, 2004. Provide a copy of her contract to the O.C. Auditor-Controller's Office. *
- J. Discuss the Children & Families Commission grant for the Silverado Children's Center and forming of a 501c3 corporation/foundation by the District to enable additional assistance from C&FC. No action to be taken, discussion only.
- K. Strategic Planning Session for April, finalize details. *
- L. Consider participation in CSDA signature drive for special district revenue retention legislation. *

VI. COMMITTEE REPORTS

- A. RECREATION (Hunt, Levy)
 - 1. New Recreational Program opportunities
 - 2. Status of current Recreational Program
- B. FINANCE (Johnson, May)
- C. PERSONNEL (Hunt, Johnson)
- D. FACILITIES AND SAFETY (Hunt, Levy)
 - 1. Modjeska Community Center Rehab
- E. LEGAL COMPLIANCE (Boeck, Hunt)
- F. TRAILS AND OPEN SPACE ACQUISITION (Boeck)
 - 1. Master Plan of Trails (Volunteer Dana Judd)
 - 2. Discuss having a booth at Creek Week and purchase display materials for same, plus co-sponsoring with TNC a local Wildflower Hike with sandwiches provided by the District *
 - 3. **RESOLUTION 032304-2** to declare April 17-24, 2004 as Santiago Creek Week and urge residents to increase their awareness of local watersheds *
- G. LAFCO Municipal Service Review, ad hoc (Levy, Boeck)
 - 1. Status Report
- H. Children's Center Liaison, ad hoc (Hunt, Johnson)
- I. Search for District Bookkeeper, ad hoc (Hunt, Johnson)
 - 1. Status Report

VII. ADJOURNMENT

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 13, 2004.