



RECREATION AND PARKS DISTRICT

P.O. BOX 8, SILVERADO, CA 92676

**REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY APRIL 13, 2004 AT 7:00 PM
AT THE SILVERADO COMMUNITY CENTER
27641 SILVERADO CANYON ROAD, SILVERADO 92676**

DIRECTORS

Robert Hunt - President
Deborah Johnson - Vice-President
Linda May – Director
Mike Boeck - Treasurer
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

(↻ Action Item)

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

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC AND BOARD 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.

IV. ↻ CONSENT CALENDAR

- A. Minutes of the March 23, 2004 Regular Board Meeting
- B. Correspondence

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

V. SILVERADO CHILDREN'S CENTER

- A. Receive Children's Center Director's Report

VI. DISTRICT FACILITIES

- A. Receive Caretaker's Report
 - 1. Silverado Community Center and Park
 - 2. Modjeska Community Center and Park
 - 3. ↻ Safety Incident/Item Reports
- B. Gopher removal and lawn repair update, Fran Williams

VII. GRANTS ADMINISTRATOR'S REPORT

- A. Status of Grants
- B. ♦ Authorize retaining services of a building inspector/contractor to identify needs for rehabilitation projects.
- C. ♦ **RESOLUTION 041304-1: For the District to enter into a Contract with the State of California, as required to qualify for release of Proposition 40 Grant Funds.**

VIII. TREASURER'S REPORT

- A. Approval of Payment Requests totaling \$5,543.58:

♦ **Transmittal 04-04A for \$150.00 total** for Director attendance at the March 23, 2004 Board Meeting to: Director Boeck, \$50.00; Director Johnson, \$50.00; Director Levy, \$50.00

Transmittal 04-04B for \$5,320.02 total – All items on this transmittal were approved for payment individually at the Board Meeting of March 24, 2004. List of items previously approved: Phil McWilliams, \$4,386.16 for Playground Grant out of pocket expenses; Edison, \$446.65; K.J. Snyder, \$180.00 for landscaping Invoice #3135(3-1-04); KC Propane, \$53.27; Home Depot, \$253.94 for charges to District account.

♦ **Transmittal 04-04C for \$3,170.00 total** to General Counsel Betsy Martyn. This accumulated billing was earlier submitted and rejected by the Auditor-Controller's office for exceeding the annual spending cap set by the Board. The 2003-2004 fiscal year spending ceiling for Legal Counsel was subsequently and retroactively raised to \$6,000.00 at the Board Meeting of January 27, 2004.

♦ **Transmittal 04-04D for \$315.00 total** to K.J. Snyder for landscaping Invoice #2804(12-1-03)

♦ **Transmittal 04-04E for \$254.43 total** to: Ware Disposal, \$208.22; SBC, \$46.21.

♦ **Transmittal 04-04F for \$495.00 total** to K.J. Snyder for landscaping Invoices #3251(4-1-04), \$180.00 and #3276(4-1-04), \$315.00

♦ **Transmittal 04-04G for \$980.15 total** to: Dept. of Social Services, \$700.00 for license fees on Children's Center Facilities #300610625 and #300610677; Bennett Advertising & Graphic Design, \$280.15 for booth and table display graphics

- B. District Financial Report
- C. ♦ Determine methods to reduce delay in payment of District bills

IX. OTHER DISTRICT BUSINESS

- A. Status of "Bat Bridge" negotiations with Vulcan
- B. Discuss returning to one Board meeting per month rather than two

- C. ♦♦ Authorize standard Director's meeting compensation of \$50.00 to the Board representative at the LAFCO MSR Committee meetings, retroactive to January 1, 2004.
- D. ♦♦ Consider purchase of a \$60.00 one-page ad in the community phone directory published by Friends of the Silverado Library.
- E. ♦♦ Recommendation of ad hoc Search Committee (Hunt, Johnson) for District Bookkeeper hire
- F. ♦♦ Continue discussion to finalize components of Strategic Planning Session Report
- G. ♦♦ Discuss policy for dogs in Parks
- H. ♦♦ Discuss policy for event advertising on District property
- I. ♦♦ Authorize expenditures for additional display materials for Creek Week booth and future uses.

X. COMMITTEE REPORTS

- A. RECREATION (Hunt, Levy)
 - 1. Recreation Program report/discussion
- B. FINANCE (Johnson, May)
- C. PERSONNEL (Hunt, Johnson)
- D. FACILITIES AND SAFETY (Hunt, Levy)
 - 1. Volunteer Fran Williams
- E. LEGAL COMPLIANCE (Boeck, Hunt)
- F. TRAILS AND OPEN SPACE ACQUISITION (Boeck)
 - 1. Volunteer Dana Judd
- 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)

XI. ADJOURNMENT

The next regular meeting of the Board of Directors will be at the Modjeska Community Center, 28990 Modjeska Canyon Road at 7:00PM on Tuesday April 27, 2004.