REGULAR MEETING OF THE BOARD OF DIRECTORS
MARCH 24, 2015 AT 7:00 PM
AT THE SILVERADO COMMUNITY CENTER
27641 SILVERADO CANYON ROAD, Silverado, Calif. 92676

DIRECTORS
John Olson    President
Kevin Topp    Vice President
Chay Peterson Secretary
Phil McWilliams Treasurer
Deborah Johnson Director

STAFF
Laurie Briggs    SCC Director
Bev Mileham   Adm. Asst.
Steve Reighart Caretaker
Meghan Warner   Bookkeeper

MINUTES

(A: Action Item) This document is available in PDF format at http://www.smrpd.org

CALL TO ORDER
The meeting was called to order at 7:06 PM by Director Olson, who acted as chair person.

ROLL CALL
Directors, John Olson, Deborah Johnson, Kevin Topp, Chay Peterson, Phil McWilliams. Caretaker Steve Reighart, and Admin. Assist. Bev Mileham were present.

PUBLIC ATTENDANCE
Wendy Hayter, Linda Unger, signed in

CONSENT CALENDAR

1ST ACTION:  Director Olson made a motion to approve Transmittals 1-15B, and 1-15C and the Minutes of the Regular meeting February 24th 2015.
All Directors voted Aye.

TREASURER’S REPORT
Director McWilliams gave the Treasurer's Report and Financial Statements as of February 28th 2015. Income $706 from miscellaneous taxes and rental fees. SMRPD shows an operating loss of $4,800 in Feb. and nearly $29k for the fiscal year to date. SMRPD's cash position is down nearly $5k from last month as we covered our Feb. net loss.

SCC Profit & Loss Statement, in Feb. tuition is at more than $6k, it is not yet high enough to cover expenses of nearly $9.4k without donation income. SCC highlights, operating cash is more than $3k, a notable improvement over the past several months. Total cash position at the end of Feb. is $12.6k, which includes $9k in deferred grant revenue from the Rooster Club.

2ND ACTION: Director McWilliams made a motion to approve February 28th 2015 financial report. Director Olson seconded. All Directors voted Aye.

OTHER DISTRICT BUSINESS
A. 3RD ACTION: Director McWilliams made a motion to renew the California Special Districts Associations membership. Director Peterson seconded. All Directors voted Aye.
B. 4TH ACTION: Director Johnson made a motion to approve SMRPD's sponsorship of $250 to Trails4All for the 19th Annual Inner-Coastal Cleanup event. Director Olson seconded. Director Topp voted Aye, Director Peterson voted Aye. Director McWilliams voted recuse because of his membership with Trails4All. Unanimous.

C. 5TH ACTION: Director Johnson made a motion to approve a Memorandum of Understanding for a membership of OneOCMOU, to participate in the court-appointed volunteer program rules and district policies. Director Topp seconded. All Directors voted Aye.

D. 6TH ACTION: Director Johnson made a motion to sponsor the Easter egg hunt at Silverado's Easter breakfast in the amount of $350. Director Olson seconded. Director McWilliams voted Aye, Director Topp voted Aye, Director Peterson recuse because of her help with the egg hunt.

E. 7TH ACTION: Director Olson made a motion to accept a new retainer agreement with Board Counsel Elizabeth Martyn. Director McWilliams seconded. All Directors voted Aye.

F. 8TH ACTION: Director Johnson made a motion to adopt the Purchasing Goods and Services Policy. Director McWilliams seconded. All Directors voted Aye.

SMRPD Policy on Purchasing goods & Services.
The Facilities committee has discretion to order public works projects and repairs of up to $5000 for a month for repairs and maintenance of the District without bidding. For public works projects between $5,001 - $25,000, or purchases of supplies and materials between $5,001 - $25,000, SMRPD Board approval is required, and three informal bids or quotes must be obtained where possible, unless it is determined that formal bids or additional procedures are required on a case by case basis. "Informal bids" means three written proposals, which may be obtained by phone and documented by email or other writing. In accordance with the Public Contract Code, any order or contract for more than $25,000 for construction work, repairs, or supplies and materials, shall be by competitive bidding, which must include published notice for at least 10 days. In all cases where the law requires using a registered contractor and paying prevailing wages pursuant to law and regulations promulgated by the Division of labor Standards Enforcement Public Works Manual, then the Facilities Committee will follow the required procedures, including if applicable, for construction work of $1,000 or more, using only a state registered contractor, requiring the payment of prevailing wages and filing a PW-100 form within 5 days of the award of the work. The prevailing wage requirements are separate from bidding requirements. All other applicable Public Contracts code provisions for bidding and contracting shall be followed for formal bid procedures.

FACILITIES COMMITTEE
Director McWilliams and Caretaker Steve Reighart are working on a 3 weeks of work schedule for improvements on the SMRPD facilities. They will report at the next meeting.

A-E 9TH ACTION: Director McWilliams made a motion to approve items A through E on the Agenda which included: reimbursement for chairs for parks $77.67, Reimbursement for cork for walls in Silverado Bldg A: $345 & for ping pong paddles and balls $70.53, Invoice for door painting in Silverado Bldgs A & B: $560, reimbursement for skate park signs $145. Director Olson seconded. All Directors voted Aye.

F. Discussed putting a Gazebo in Silverado Park, Director Johnson is looking into this, including laws pertaining the putting up the structure.

G. 10TH ACTION: Director Olson made a motion to approve purchasing a new stove for the Silverado community centers kitchen for up to $3800. Director McWilliams seconded. All Directors voted Aye.

H. 1, 2, 4, & 5 discussion items were put on hold until the next Board meeting.

3. Lora Roberts has offered to help with succulent plant maintenance at Silverado Park.

RECREATION COMMITTEE
A. Director Olson discussed a recreation program idea of playing Bingo. Legally the game is required to be run by a nonprofit organization. Director Olson will ask ICL to see if they would be interested in running the game, while SMRPD would work with them in offering a recreation program.

11TH ACTION: Director Johnson made a motion that SMRPD would present ICL with the proposal running the Bingo game. Director Olson seconded. All Directors voted Aye.

B. No action was made in purchasing recreation equipment.

C. Director Topp will see that SCC’s van gets regular service and maintenance and will get the van to a mechanic during Easter break to have it looked at.

FUNDRAISING COMMITTEE
A. 12TH ACTION: Director Olson made a motion to authorize purchasing Chili Cook Off banners for up to $300. Director Topp seconded. All Directors voted Aye.
SILVERADO CHILDRENS CENTER OVERSIGN COMMITTEE
A. Francesca Duff reported that SCC is doing very well and thanked everyone that has helped. Attendance and more childcare hours have gone up. There is a new horse with animal care lessons being taught, fundraisers, and the Rotary club is donating some scope of work. Summer Camp is coming up, and a new fundraiser called Save the Goat headed up by volunteer Ed Link.
B. Director Johnson offered an idea of SMRPD helping to provide and partially sponsor a Summer Camp with Inside the Outdoors for older aged children.

13TH ACTION: Director Johnson made a motion to offer and partially sponsor a Summer Camp program with Inside the Outdoors for ages 12 to 18 years. Director Topp seconded. All Directors voted Aye.
C. Director Olson said he would re-do the SCC legal requirement for tuition increase for fall.

Public Comments
Lisa Collins present SCC with a $1000 check from their Februarys fundraiser.
Rick Scholtz said St Michaels Abbey folks have donated old barn wood to the community.

ADJOURNMENT: 9:30pm. The next Meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 7:00PM on Tuesday April 28, 2015.