



*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)

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

TUESDAY JULY 24, 2012 AT 7:00 PM

AT THE SILVERADO COMMUNITY CENTER

27641 SILVERADO CANYON ROAD, SILVERADO 92676

### DIRECTORS

Ron Shepston - President

Tom Smisek - Vice President

Greg Bates – Secretary

Marty Weel - Treasurer

Brett Peterson - 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 7:05 PM by Director Shepston, who acted as chairperson.

### **ROLL CALL**

Directors Shepston, Smisek, Peterson and Bates were present. Caretaker Steve Reighart, Children Center Director Aimee Bryer, and Admin. Assist. Bev Mileham

### **PUBLIC ATTENDANCE**

Jane Bove, Paul Bove, Hank Rodgers, Tyler Humphreys, Deanna Craig, Linda Unger, Carl Reinhart, Phil McWilliams, Chay Peterson, Kevin Topp, Pam Schnabl, Wendy Hayter, Linda Unger, signed in.

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

Jane Bove is starting plans for the Silverado Country Fair and asked if there would be any parking problems and if SMRPD would support them, Director Shepston said yes they would support the fair. The Inter-Canyon League is sponsoring the fair. Director Smisek is helping organize the un-parade, SMRPD will have a booth, and parking should not be a problem. Director Shepston is looking into finding out whether any additional insurance might be needed. Lisa Collins and Dennis McHale shared plans about a new gardening group that's starting up in the canyons. It will include gardening education, exchange of ideas, bartering, and a farmers market in Modjeska. Tyler Humphreys is heading it up, the response has been overwhelmingly positive. Director Smisek will add this to the next parks and Rec Brochure, and Director Shepston will post it on SMRPD's website page. Mary Schreiber said she and others are interested in community gardens too. The Directors talked about starting an Ad Hoc committee.

**1<sup>st</sup> ACTION Director Smisek made a motion to add to the Agenda the Boards discussion of Saddleback Crest. Director Bates seconded. Unanimously approved.**

#### **CONSENT CALENDAR**

**2<sup>nd</sup> ACTION: Director Bates made a motion to approve the Consent Calendar that included the Minutes of June 26, 2012, and Special Meeting Minutes of July 19, 2012, and Transmittals 07-12A, 07-12B, 07-12C. Director Smisek seconded. Unanimously approved.**

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

Director Aimee Bryer said things are going well with some new Children joining the Children's Center.

Director Bates congratulated Ms. Bryer for a positive financial balance.

A new more visible sign has been ordered. Grants are being looked into. An advisory meeting is planned for June 4<sup>th</sup>. Lots of fundraiser opportunities have been offered and will help with the centers budget.

The center was robbed on July 12<sup>th</sup>, a temporary gate has been put in place, police are still investigating.

There has been an outpour of generosity from the community. The Warrior Society bike club donated \$800, and the Woman's Club of Trabuco donated money too.

The grateful teachers and children are going to send out thank you cards.

#### **OTHER DISTRICT BUSINESS**

Added to Agenda- The Directors have many concerns about the possibility of Saddle Crest trying to change amendments to our General and Specific Plans. Such as omitting the words "Rural" and "Natural" in order to change and justify grading rules. Another concern are the effects it will have in the neighborhood, such as more traffic. The Board agreed these new ideas are unacceptable and have been corresponding their concerns to LAFCO. The Directors decided to write another new letter and will send two representatives, Director Peterson, and Wendy Hayter to represent SMRPD at a planning commission meeting tomorrow. They will also discuss the needs for trail access.

**( A )**

CalEMA/FEMA has agreed on the projects extension. The trailer should be in place within the next 2 or 3 days.

**( B )**

Director Shepston and Director Bates walked on the property with St. Abbey representatives to discuss trail access wishes. General Counsel from both sides are still working on an agreement contract.

**( C )**

All Canyon cleanup, discussion with Phil McWilliams. Trails 4 All folks are getting ready for their Inter-Coastal Watershed clean up day, there will also be an All Canyon Clean-up event.

They are still looking for a site to hold these events. Mr. McWilliams asked SMRPD if they would sponsor this event. Director Shepston said he would like to discuss this further with the Board and will add it to next months Agenda.

**( D )**

Lisa Collins asked SMRPD if they could help with printing costs related to Modjeska Movie nights. The general consensus was, if this event were to be sponsored then shouldn't all the events get the same, in order to be fair. The Board decided to discuss a possible budget and allocations to events at the next Board Meeting.

( E )

A new Fire Safe Council is starting up with Director Smisek and Mary Schreiber heading it up. The meetings will be to discuss ways for residents to protect their homes and families from disasters. And form strategies in emergency situations.

An \$8,000 recognition award was presented to the Counsel. Community members were asked to report all their work hours done in maintaining their yards for fire safety.

The Fire Safe Council asked the Directors for their support on their Master Plan for Fire Prevention, it will not cost anything, but they would like to be partnered and use of the facilities.  
**3<sup>rd</sup> ACTION Director Bates made a motion for SMRPD to be partners and supporters of The Fire Safe Counsel East Orange County Canyons. Director Shepston seconded. Director Smisek abstained since he's on the counsel, all other Directors approved.**

#### **DIRECTORS COMMENTS**

Director Smisek is working on the new Parks and Recreation quarterly Brochure.

**ADJOURN 9:15. 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 Aug. 28<sup>th</sup> 2012.**

**LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT**

**DATE: 07/18/12  
REPORT 07-12A**

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
<b>VC-4415</b> Brett Peterson P.O. Box 613 Silverado, CA 92676	6/26/2012	V700	0100	900	\$ 50.00		
					\$ 50.00	1099	
<b>VC-4543</b> Martin Weel 28614 Modjeska Canyon Road Modjeska, CA 92676		V700	0100	900	\$ -		
					\$ -	1099	
<b>VC- 9989</b> Ron Shepston P.O. Box 31311 Silverado Canyon Road Silverado, CA 92676	6/26/2012	V700	0100	900	\$ 50.00		
					\$ 50.00	1099	
<b>VC-9990</b> Greg Bates 28100 Modjeska Canyon Road Modjeska, CA 92676	6/26/2012	V700	0100	900	\$ 50.00		
					\$ 50.00	1099	
<b>VC-1539</b> Tom Smisek P.O. Box 374 Silverado, CA 92676	6/26/2012	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: 7/18/2012  
REPORT 07-12B**

Sil-Mod Rec. and Parks Dist. P.O.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
<b>VC-2027</b> COOKSMITH LANDSCAPING 630 N. TUSTIN AVE #1518 ORANGE, CA 92867	INVOICE #10155	V700	1400	900	\$340.00	1099	
	INVOICE #10247	V700	1400	900	\$16.00		
	INVOICE #10136	V700	1400	900	\$235.00		
	INVOICE #10231	V700	1400	900	\$16.00		
	<b>\$607.00</b>						
<b>VC-2760</b> MEGHAN WARNER P.O. BOX 177 SILVERADO, CA 92676	INVOICE #12-94	V700	1900	900	\$350.00	1099	
<b>VC-2865</b> STEVE REIGHART 27641 SILVERADO CANYON ROAD SILVERADO, CA 92676	INVOICE #3034	V700	1900	900	\$180.00		
	INVOICE #3035	V700	1900	900	\$551.25		
<b>\$731.25</b>							
<b>VC-10921</b> LINDA MAY P.O. BOX 244 SILVERADO, CA 92676	INVOICE #2012-7-11-1	V700	1900	900	\$694.50	1099	
<b>VC-5036</b> CAPRI 6341 AUBURN BLVD, SUITE A CITRUS HEIGHTS, CA 95621-5203	FIRST HALF OF 2012-2013 POLICY	V700	1100	900	\$3,065.50		
	<b>\$3,065.50</b>						
<b>\$5,448.25</b>							

The claims listed above totaling **\$5,448.25** 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: 07/18/12  
REPORT 07-12C**

Sil-Mod Rec. and Parks Dist. P.O.Box 8 Silverado, CA 92676	<b>THE COUNTY AUDITOR IS AUTHORIZED TO DRAW THIS CHECK FROM FUND: 728 BUDGET CONTROL: 728</b>
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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
<b>VC-1672</b> SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF CHECK #1960 PAID TO: JANI-KING</b>						
	INVOICE #LAX07120425	V700	1400	900	\$226.58		
	INVOICE #LAX07120432	V700	1400	900	\$220.38		
					<b>\$446.96</b>		
<b>VC-1672</b> SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF CHECK #1961 PAID TO: WASTE MANAGEMENT</b>						
	INVOICE #0060541-2884-5	V700	2800	900	\$212.84		
					<b>\$212.84</b>		
<b>VC-1672</b> SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF CHECK #1962 PAID TO: IRWD</b>						
	METER #55418830 06/21/12	V700	2800	900	\$8.75		
	METER #51441202 06/21/12	V700	2800	900	\$95.82		
	METER #56569388 06/21/12	V700	2800	900	\$137.40		
					<b>\$241.97</b>		
<b>VC-1672</b> SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF DEBITS PAID TO: SCE</b>						
	ACCOUNT #2-25-699-8121 06/2012	V700	2800	900	\$76.96		
	ACCOUNT #2-32-988-1767 06/2012	V700	2800	900	\$392.40		
					<b>\$469.36</b>		
<b>VC-1672</b> SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF DEBITS PAID TO: AT&amp;T</b>						
	714-649-2850 07/10/12	V700	702	900	\$47.48		
	714-649-2428 07/10/12	V700	702	900	\$38.03		
					<b>\$85.51</b>		
<b>VC-1672</b> SMRPD (BofA Account) P.O. Box 8 Silverado, CA 92676	<b>REIMBURSEMENT OF CHECK #1964 PAID TO: LEWIS BRISBOIS BISGAARD</b>						
	INVOICE #875131	V700	1900	900	\$2,180.00		
					<b>\$2,180.00</b>		

The claims listed above totaling **\$3,636.64** 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 \_\_\_\_\_

## Silverado Modjeska Recreation and Park District

### Minutes of Special Meeting

April 15, 2012

Present: Greg Bates, Ron Shepston, Tom Smisek

The special meeting was called by SMRPD to approve contracting for the Caretaker's mobile home replacement because time is of the essence. Appropriate notice had been given and posted.

The meeting was called to order at 5:24 PM.

The only business to come before the Board were the following motions regarding replacement of the Caretaker's mobile home.

Motion A: Approve the selection of Advantage Homes as vendor for a 2 bedroom/2 bath, 20'x40' manufactured home and further to authorize Director Bates to enter into a purchase agreement with Advantage Homes for the home at a price not to exceed \$65,000, including delivery and removal of the old trailer. Motion made by Director Bates, seconded by Director Smisek. Motion passed, unanimous.

Motion B: Approve Director Bates to enter into an agreement with the selected contractor for installation, setup, and finishing of the mobile home for a price not to exceed \$15,000. Motion made by Director Bates, seconded by Director Smisek. Motion passed, unanimous.

Motion C: Approve Director Bates to enter into agreements with the Caretaker and/or local trades persons for miscellaneous work relating to replacement of the mobile home. The work will include preparation of the site for removal and replacement, temporary storage containers, site pad preparation, construction of stairs and awning, sales tax and miscellaneous expenses. Tasks in this category will not exceed \$5,000 individually or \$12,000 total. Motion made by Director Bates, seconded by Director Smisek. Motion passed, unanimous.

These motions bring to a total an amount not to exceed \$92,000 for all expenses relating to the mobile home removal and replacement project.

Meeting was adjourned at 5:30 PM.