SMRPD REGULAR MEETING
Tuesday, July 16, 2019 AT 6:30 PM
Silverado Canyon Community Center
27641 Silverado Canyon Rd, Silverado, CA 92676

Board of Directors
Kevin Topp: President
Tara Saraye: Vice-President
Isabell Kerins: Secretary
Francesca Duff: Treasurer
Anjan Purohit: Director

Staff
Laurie Briggs: SCC Director
Cressa Cruzan: Administrator
Steve Reighart: Caretaker
Meghan Warner: Bookkeeper

SMRPD MINUTES

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I. CALL TO ORDER
The meeting was called to order at 6:30 PM by SMRPD Board President, Kevin Topp.

II. ROLL CALL
All Directors were present.

III. FINANCE COMMITTEE
Director Duff reported a loss in June of $5,083 for YTD loss of $14,164. Revenues for the month were $3,429 with YTD revenue of $126,500. Variance is $4,531 due to repairs of facilities. The back flow valves went out, and tested at both Silverado and Modjeska community centers. Otherwise, the budget is right on track. The Chili Cook-off loss was included in bottom line. Taxes were projected at $95,700, actuals were $85,000. The difference is in secured property tax revenues, which were very low this year. The rest is in pass-through taxes, which fluctuate yearly. Secured taxes do not fluctuate much. It is the pass-through tax revenue that goes up and down and is the larger portion of our yearly income. Pass-through taxes were lower this year. Rentals and concert income helped make up the difference. Expenses are driven by the lack of a Chili Cook-off this year, as well as capital improvements and maintenance repairs.

Children’s Center net income for June was $2,128, YTD $10,421, Revenues were $23,936 of which $21,631 was tuition. Donations helped with income and assisted in covering the costs this month. Donations were from Giracci Vineyards which held two fundraisers for SCC. Monies received from outside fundraising activities are classified as donations.
1st ACTION: Director Duff made a motion to approve Treasurer’s Report. Director Topp seconds. All Directors voted AYE.

IV. OTHER DISTRICT BUSINESS

Director Kerins reported updates from Adhoc committee for the Santiago 250 Year Anniversary. Scott Breen expressed concern regarding the event. He will send an email with questions.

Director Topp reported from Adhoc committee for a “TIME CAPSULE”; Announcement will be made at Summer Concert in July and collections made at Silverado Market.

Discussion was held regarding yearly clean-up event.

2nd ACTION: Director Topp moves to allow Coastal Clean-up to utilize parking area for dumpster and parking and donate $300 to assist in yearly clean-up event. Director Saraye seconds. All Directors approve.

Candidates for LAFCO seat gave final presentations. Election was held by closed ballot, all Directors voted. Final results are that SMRPD will vote for Jim Fisler for Seat A and Tom Kennedy for Seat B.

3rd ACTION: Director Topp moves to pay LAFCO $500 for yearly donations. Director Duff seconds. All Directors vote AYE.

Discussion was held regarding moving funds from impressed account to operating checking account.

4th ACTION: Director Duff moves to transfer $80,000 from impressed account to operating account. Director Kerins seconds the motion. All Directors vote AYE.

Director Topp read SCE response to SMRPD letter regarding concerns over ongoing power outages. Director Topp will post the letter once appropriate information has been redacted. SCD representative has been invited to the next board meeting.

V. SILVERADO CHILDREN’S CENTER (SCC) OVERSIGHT COMMITTEE

Director Kerins reported on facilities and enrollments. There are currently 50 children registered with a Full-Time Equivalent of 29.66 students. There will be an Open House this Saturday during the Festival de Santiago. A proposal was presented to install rattlesnake fencing around the perimeter of the Children’s Center.

5th ACTION: Director Duff moves to approve $3,850 for Rattlesnake fencing as presented. Director Purohit seconds. All Directors vote AYE.

6th ACTION: Director Kerins moves to approve Employee Handbook. Director Saraye seconds the motion. All Directors vote AYE.

Pay raises will be deferred to Closed Session.
It was discussed that the Chili Cook-off will have a new theme due to constraints posed by OC Health Department. Further discussion was held regarding alternative payment opportunities for tuition. Zelle and Venmo were discussed. Director Duff expressed concern over Venmo and hacking risk.

7th ACTION: Director Duff moves to create a separate account for SCC separate from SMRPD and to add Zelle once this account has been set-up. Director Kerins seconds the motion. All Directors vote AYE.

VI. FACILITIES/SAFETY/MAINTENANCE COMMITTEE
Director Topp reports that all is going well with facilities. Gutters have been repaired and a new rolling gate installed. Electrical expenses were way down due to solar investment. Will assess where new 3 compartment sink will be placed.

Cressa Cruzan, Administrator, recommended an increase in wedding rental fees. Suggests fees are increased to compensate costs incurred. Director Saraye expressed that residents have concern of use of park during weddings.

8th ACTION: Director Kerins moves to increase 12 hour usage for non-residents to $2,000 with discount to residents of $1,400 and a security deposit of $1,500 for all. Director Topp seconds the motion. All Directors voted AYE.

Connie Nelson reported on Canyon Watch and that replacement volunteers are needed. She will be stepping down due to health reasons. She also requested that the fee for the Canyon Watch meeting scheduled for July 30th be waived.

9th ACTION: Director Topp moves to waive fee for the July 30th Canyon Watch meeting. Director Kerins seconds. All Directors vote AYE.

VII. RECREATION COMMITTEE
Director Topp reported that we received $90 from the flea market. He would like to include a banner to the marquee advertising facility rentals.

10th ACTION: Director Topp moves to create a banner advertising facility rentals NTE $200. Director Saraye seconds. All Directors vote AYE.

VIII. FUNDRAISING COMMITTEE
Director Topp reported that the next Flea Market will be held on July 27th. The next Rattlesnake session is Monday, July 29th.

IX. WEBSITE COMMITTEE
Director Topp reported that Facebook followers have increased from 882 to 910. Summer Concert attendees increased this month.

X. PUBLIC COMMENTS
Member of the public followed up on issues raised regarding cyclists and safety. Summer weekends have seen a huge surge in cyclists. She has no problem sharing the road, however there are many cyclists that are speeding and creating dangerous situations for themselves and others.
Discussion was held regarding options on how to improve the situation. Director Kerins to reach out to Supervisor Wagoner.

OPEN SESSION ADJOURNED AT 8:15 PM

I. CLOSED SESSION –

11th ACTION: Director Kerins moves to approve salary increases as presented. Director Saraye seconds the motion. All Directors vote AYE.

12th ACTION: Director Duff moves to initiate profit share program for Director of Children’s Center based on 10% of net income per quarter reduced by $3,000 per quarter (representing $1,000 monthly contribution to savings account). Director Saraye seconds the motion. All Directors vote AYE.

XVI. ADJOURNMENT
Closed session adjourned at 9:28 PM

The next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 6:30 PM on Tuesday, August 20th, 2019.