



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

SMRPD REGULAR MEETING
Tuesday, February 16th, 2021 AT 6:30 PM
Silverado Canyon Community Center
27641 Silverado Canyon Rd, Silverado, CA 92676

Board of Directors

Isabell Kerins: President
Rusty Morris: Vice-President
Michele Agopian: Secretary
Stephanie Bailey: Treasurer
Kevin Topp: Director

Staff

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

SMRPD MINUTES

This document is available in PDF format at <http://smrpd.org> The meeting was called to order at 6:36 PM by SMRPD Board President Kerins.

CALL TO ORDER

ROLL CALL

Directors Isabell Kerins, Kevin Topp, Rusty Morris, Stephanie Bailey, and Michele Agopian were available online.

CONSENT CALENDAR - Director Agopian presented minutes from January 2021 meeting.

1st ACTION: Director Kerins moves to approve minutes as presented. Director Topp seconds. All present voted aye.

TREASURER'S REPORT – Director Bailey presented financial report for month of February.

SMRPD had a monthly loss of \$3,297. Revenue for the month of January was \$314, which reflects \$200 in donations and \$114 instructor fees. Expenses were \$3,611 of which \$450 was for landscaping, \$1,571 was for repairs and renovations, \$276 was for telephone, \$277 was for office expenses, \$114 was for instructor fees, \$668 for waste disposal, and \$255 for water.

Net loss for Silverado Children's Center for January is \$604. Revenue was \$10,020 consisting primarily of tuition of \$9,370. Expenses were \$15,948 with primary expenses for payroll and payroll expenses. Payroll of \$9,631 was covered by revenue. Additional expenses included

worker's comp, repairs, and maintenance for three months, and extra janitorial due to COVID requirements.

FINANCE COMMITTEE

2nd ACTION: Director Kerins moves to approve financials as presented. Director Morris seconds. All present voted aye.

3rd ACTION: Director Kerins makes a motion to approve Resolution to remove previous Directors from bank account. Director Topp seconds. All present voted aye.

OTHER DISTRICT BUSINESS FACILITIES

No updates on USDA Grant opportunity.

Per Director Kerins Flee market will be held on 2/27 – selling items from donation center to raise funds for those affected by the Bond Fire.

Per Director Topp – Patches with the SMRPD logo for thank you for Team Rubicon should be made soon. Issue on timing of fabrication due to COVID restrictions.

Tucker Wildlife Sanctuary Update – Ad Hoc Committee created by Director Kerins. Financials provided by San Fernando Valley Audubon Society and reviewed by Director Kerins. It was recommended that an agreement be discussed, insurance can be in place immediately per Capri, budget wise – property would break even and assist SMRPD to increase programing opportunities. There are 12 acres total at Tucker. Inside the Outdoors is interested in doing programing at the site. SCC can also be included. Weddings can be held here. Non-profit would be established for Tucker to assist with funding.

4th ACTION: Director Topp makes motion to pursue this agreement and acquisition, if possible. Director Morris seconds. All present voted aye.

Senior Lunch Bunch – Director Topp to post job description to fill position recently vacated.

SMRPD Handbook Update – Director Morris advised fellow Directors that revisions are being made to the SMRPD Handbook. Director Kerins shared that one of the revisions is that the Silverado Children's Center should be able to make facilities repair for up to \$5,000, similar to SMRPD requirements, without having to come to the SMRPD board as long as Children's Center Oversight Committee approves. This update will primarily be for maintenance and repairs, particularly in times of emergency. Betsey Martyn, attorney, to review. Once finalized will send out to board for review prior to next meeting.

Brown Act Update – Director Kerins to send out Brown Act revisions regarding update on Social Media guidelines.

Canyon Coalition Update – No updates

SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE

Director Kerins reported there is currently \$7,282 in checking account and \$12,897 in savings account. She presented an analysis of where the SCC was in January through first half of February and where they are today to show a comparison of COVID status. In February there were a total of 27 children, prior to COVID we had 49. There were 24 students during the month of January. The SCC has increased the full

time equivalent by 1.05 equating to one additional full time student. At this time SCC is opened on a part-time basis per needs of students and their families. It was found that during COVID many families prefer to have children on part-time basis. Hours of operation are 8:30 AM– 3:00 PM.

It was further reported that SCC facilities updated the animal pen and enclosure due to recent mountain lion attacks. We wanted to make sure there was better protection for the animals. More work may need to be done on the roof. Family participation has been established to repair the hill at the center of the facility. Repairs pursuant to OC Parks inspection are ongoing and should be complete by end of the month, with exception of the parking lot. Winter registration is continuing and there are many tours being scheduled.

The Friends of the Silverado Children's Center 501c3 is just about done and awaiting input from attorney. Registration for upcoming year 2021- 2022 will begin in April, tuition will remain as is in order to grow the program.

FACILITIES/SAFETY/MAINTENANCE COMMITTEE – Director Topp

Per Director Topp minutes were filed with Capri. Since facilities have been closed due to COVID there is not much happening. Trees will be pruned on 2/22.

RECREATION COMMITTEE – No report given.

FUNDRAISING COMMITTEE

Director Kerins stated there will be a flea market on 2/27 and Rattle Snake Aversion training on 3/14. She requested assistance. Director Agopian to oversee afternoon shift from 1:00 – 5:00 PM, Director Morris to oversee morning shift from 8:00 AM – 1:00 PM. Director Kerins to coordinate correspondence and sign-ups. Sign-up opportunities will be made available soon.

COMMUNICATIONS COMMITTEE

Director Topp to post Flea Market and Rattle Snake Aversion information, as well as post for Senior Food program coordinator.

OPEN SPACE

Director Topp investigated fencing options for Modjeska Community Park in order to create an enclosed park. He is looking to receive a quote on fencing with a few gates, as well as grass for the whole park and expects it to be costly. Could be chain link 4' high option. Residents have been requesting Modjeska Park be enclosed.

CARPD 2nd VICE PRESIDENT REQUEST – Call for candidates. Position to be filled by appointment, nominations will close on Friday, March 26th, any representative of member agencies are able to apply. Appointment will be made on Tuesday, April 6th. All SMRPD Directors declined nomination request at this point, however they have until the March meeting to request support, if desired.

PUBLIC COMMENTS

Steve Reighart – Issue with public gatherings and renting facilities for public, guests would like to begin rental of facilities for events. Director Kerins responded that it is a liability for large events per insurance.

We will reach out to insurance adjuster for more information in terms of re-opening guidelines. Director Bailey asked why are we able to use the park for the Rattle Snake Aversion and Flee Market? Director Kerins responded that these are events where we have protocols and certain rules we are abiding by. Will also double check on this item. Director Topp responded to the importance of opening up the park as soon as possible.

BOARD COMMENTS

Director Morris – Monterey Convention Scholarship, Morris to apply for SMRPD. Director Kerins and Director Agopian interested in possibly attending.

CLOSED SESSION

Personel And Budgeting –After much discussion members agreed no resolution or decision would be made at this point.

MEETING ADJOURNED AT 7:55 PM

The next regular meeting of the Silverado Modjeska Recreation and Park District Board of Directors will held at the Silverado Community Center located at 27641 Silverado Canyon Road at 6:30 PM on Tuesday, March 16th, 2021 unless otherwise posted.