



*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)

**SMRPD REGULAR MEETING  
Tuesday December 21st, 2021, at 6:30 pm  
Silverado Community Center  
27641 Silverado Canyon Road**

**Board of Directors**

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

**Staff**

Laurie Briggs: SCC Administrator  
Administrator  
Steve Reighart: Caretaker  
Stephanie Dodge: Bookkeeper  
Sasha Sill: Senior Services

**MINUTES**

**NOTE: MEETINGS WILL BE HELD IN PERSON AND BY ZOOM UNTIL FURTHER NOTICE**  
[ZOOM LINK](#)

**PUBLIC COMMENTS:** A person wishing to comment on an Agenda item should wait for the President to request comments and then unmute his or her phone, ask to make a comment, and wait for the President to recognize him/her. You have three (3) minutes to complete those comments, unless a longer time is granted. No speaker may allot his or her time to others.

**Comments on Agenda items:** Comments concerning matters on the Agenda will be heard at the time the matter is considered.

**Comments on non-Agenda items:** Comments concerning matters not on the Agenda will be heard during the Public Comment section of the Agenda. A speaker's comments should be within the subject matter jurisdiction of the SMRPD.

Please note that if you are addressing the Board on items not on the Agenda, the Brown Act does not allow Board discussion of such items because they are not on the Agenda and thus were not noticed publicly. Therefore, the Board may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a very limited factual response. Your comments may be placed on the Agenda for future discussion. Non-Agenda comments are limited to 3 minutes each with a total of 15 minutes.

**I. CALL TO ORDER**

Meeting was called to order at 6:39 PM.

**II. ROLL CALL**

Director Kerins, Director Topp and Director Morris were present. Director Bailey was present on Zoom link. Director Agopian was not present.

**III. CONSENT CALENDAR – Michele Agopian**

- a. **Action Item #1: Approve and file minutes of the SMRPD Board Meetings dated October 26<sup>th</sup> and November 16<sup>th</sup>, 2021, and Emergency Meeting dated December 17<sup>th</sup>, 2021**

This item was tabled due to Director Agopian absence.

**IV. FINANCE COMMITTEE – Stephanie Bailey**

- a. **Action Item #2: Approve and file [Treasurer's Report of SMRPD October 2021](#) and November 2021 and SCC October 2021 and November 2021 Financials**

Director Bailey presented Financial Report for corrected October 2021 and November 2021 approval. See corrected financials in the November Minutes.

In November, the SMRPD had a net income loss of \$6,393. The total income was \$415, total expenses were \$6,808. The fiscal year-to-date total income is \$7,567, and fiscal year-to-date total expenses are \$36,071. According to the Balance Sheet, as of November 31, 2021, SMRPD had \$37,088 in the county checking account and \$187,938 in the BofA Rec Checking Account.

In November, the SCC had a net income gain of \$17,867. The total income was \$42,897. Tuition was \$42,397 and the total expenses were \$25,031. The fiscal year-to-date total income is \$155,111, with fiscal year-to-date total expenses at \$136,108. According to the Balance Sheet, as of November 31, 2021, SCC had \$15,315 in the BofA checking account and \$18,052 in the Business Savings BofA Account.

**1<sup>st</sup> Action: Director Morris makes motion to approve Financials for November 2021 as presented. Motion seconded by Director Topp. All present voted aye.**

**V. OTHER DISTRICT BUSINESS**

(Pursuant to Government Code Section 54954.2 public comments will be allowed during agenda items before Board Discussions. Time limit is 3 minutes per person limited to one session per person per issue)

- a. Board Elections – Director Kerins reported that Board Elections will be held in December per SMRPD Handbook guidelines, see below.
  - i. Per SMRPD Handbook - **Officers:** On an annual basis at the first meeting in December, the Board shall elect new officers. The Board members shall rotate positions of President, Vice-President, Treasurer, Secretary, and unassigned Director. No member shall hold a single position for more than one year without a majority vote of the Board. Majority vote means the vote of a majority of the members of the Board or three members of a five-person Board (*Public Resources Code Section 5784.13*).

**2<sup>nd</sup> Action: Director Morris nominated Isabell Kerins for President. Motion seconded by Director Bailey. All present voted aye. Director Kerins abstained.**

**3<sup>rd</sup> Action: Director Bailey nominated Julie “Rusty” Morris for Vice President. Motion seconded by Director Topp. All present voted aye. Director Morris abstained.**

**4<sup>th</sup> Action: Director Morris nominated Michele Agopian for Secretary. Motion seconded by Director Topp. All present voted aye.**

Director Kerins presents Director Bailey’s resignation from the SMRPD Board of Directors. The Treasurer position will be open to Board Appointment. Director Bailey’s resignation is effective December 31, 2021. Thank you to everything Director Bailey has done, we are sad to see her go as she has done a phenomenal job in the Treasurer position.

**5<sup>th</sup> Action: Director Morris nominated Kevin Topp for Director. Motion seconded by Director Bailey. All present voted aye. Director Topp abstained.**

- b. Ad Hoc Committee on Bond Fire – Update

Director Kerins reported that there was an emergency meeting on December 17<sup>th</sup> for an emergency response due to the Bond Fire debris flow happening. A canyon group coalition was formed of 2 representatives from SMRPD, 2 representatives from ICL and 2 representatives from Fire Watch, 2 representatives from the public and a representative from the Fire Department. 8,000 sandbags were distributed, 51 addresses called in for assistance through this coalition. Emergency egress was performed on private roads, mitigation was performed to protect homes from any future damage, clearing driveways and mucking out mud that was in occupied homes. 15 of the 51 homes were out of scope of work for this round of mitigation, those homes are still on our list. Team Rubicon is ready to deploy to do additional work post next storm series. There are a total of 58 work orders, so 7 were on the list to be completed. Bond fire response will be completed tomorrow by 12 noon.

Kevin McArthur is the head of EOC. Director Kerins reached out due to the storm series coming in earlier than expected. A flashflood watch will be issued earlier, Redcross will anticipate opening an evacuation center if the flashflood warning is called. The community center sits on the floodplain so the community center will not be an evacuation site. If a flashflood watch is issued, EOC is encouraging all residents to make plans to leave the canyons.

SMRPD is the financial arm of the canyon group coalition called Canyon Emergency Response Team, so all funds can be filtered through the County. A debrief will happen post storm clean up.

## PUBLIC COMMENTS

Linda May – Total volunteer effort would be there during a disaster; this is not the first time that the canyons have come together. Evacuation and emergency shelters – we have been evacuated a number of times and normally the process takes you out of the canyons. Residents have learned to be wary of leaving due to wanting to get back into the canyons sooner than gov't officials will allow for. The Community Center should be open during an emergency due to this being a community building. Linda repeats “out of scope” as described above, this clarity is good, however communicating this to the community needs to happen and why certain people are not getting the help they need.

Tom Rieser – As a first responder, our job is to save lives, property or environment. We are trained for swift water rescue; however, we are forbidden to go near that water. Evacuation orders are put in place to let first responders do their job properly, people should evacuate so the FR can get the necessary equipment in your area. People should not be going in and out of the canyon, if residents want to shelter in place, then you prepare and stay in place, as a FR we may not be able to get you if you choose not to evacuate.

POI: In 1969 and 1977 there were major floods at the community center. Roads need to be open during fires and floods for heavy equipment use of First Responders.

Tom Rieser asked who was a part of the CERT group?

Director Kerins responded – Director Kerins and Director Morris from SMRPD, ICL’s Geoff Sarkissian and Joanne Hubble originally, Canyon Watches Bic and Keith Edward, and Mary Schreiber and Danny Graham (Fire Safe Council), Public was Linda May, Sally Cox and Brett Peterson. David Nuel was here from OCFA and Team Rubicon advising. Many Canyon Moms helped feed all our volunteers.

Linda May requests a notice clearly stating that community centers are not available for emergency shelter.

- c. Ad Hoc Committee – Grants
  - i. Per Capita Grant – Director Kerins reported the SCC does not qualify for Grant for the kitchen due to recreation that the public can utilize. We are still working on the playgrounds and splashpads for the community use.
  - ii. COVID Grant – Director Bailey reported that SMRPD has been awarded over \$100,000 for the COVID-19 relief through the \$100M COVID Relief Program through the State of California with no stipulations.
- d. Administrator Job Opening Update – Director Kerins reported 4 individuals have been interviewed with 1 more interview pending.
- e. Blood Drives – Director Morris reports blood drive today, 12/21 – 10:30 to 4:30 – 11 pints were collected, which was the goal. Events are posted on Nextdoor, Facebook, E-blast, and posted at the Post Office.
- f. Community Discussion – Rich Pfeiffer emailed that he was unable to attend this meeting. Director Bailey attempted to speak on his behalf. Andersen Way has issues, as well as Grundy. Director Bailey recommends assisting those residents in some way to mitigate certain issues that are happening. Director Kerins will put this item on next month's agenda.
- g. Rental Request – Director Kerins reports private events for 12/17 and 12/25 and 12/26, these will all be tentative due to weather issues. These events requested we hold their deposits due to the unsure nature of the roads being open.
- h. Rental Policy– Director Kerins tabled this due to not being able to send out the new policy in time. All items i., ii., and iii., were tabled as follows below.
  - i. Community Center and Park Policy and Use Fees
    - 1. **Action Item #3: Approve revised Community Center and Park Policy and Use Fees**
    - ii. Use Application for Wedding or Large Special Event at Silverado Park

1. **Action Item #4: Approve revised Use Application for Wedding or Large Special Event at Silverado Park**

iii. Special Event Wavier Discussion

1. **Action Item #5: Approve Special Event Waiver**

**VI. SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE – Isabell Kerins**

a. [Report](#) and updates on facilities and enrollments – Director Kerins presented report. The SCC had an increase of 3 new students. The full-time equivalent is 22.31, with 53 children currently enrolled. SCC has 9 part time assistant teachers and staff. We are looking for 1 new teacher. A new program assistant was hired. There was a major leak at the SCC, SCC is taking 3 bids for this repair. A waitlist has been started at the SCC as of Dec. 1<sup>st</sup>. COVID Policy - All staff will be tested weekly prior to the beginning of their work week regardless of vaccinated status. SCC is closed for winter break 12/23-24 and 12/30-31.

b. [Report on Friends of Silverado Children's Center 501c\(3\)](#) – Director Kerins reports donation from Silverado County Fair from ICL of \$803. \$550 were received for don

c. COVID Policy

i. **Action Item #6: Approve Silverado Children's Center COVID Policy** – Tabled to next meeting.

**VII. FACILITIES/SAFETY/MAINTENANCE COMMITTEE** – No report due to Director Agopian absence.

**VIII. RECREATION COMMITTEE** – No report due to Director Agopian absence.

**IX. FUNDRAISING COMMITTEE**

a. Flea Market – Director Kerins reports Flea Market held on 12/18 made \$60. Funds were giving to the Treasurer.

**X. COMMUNICATIONS COMMITTEE**

a. Report from Communications Committee – Director Topp reports no e-blast due to storm issues and not wanting to bother Alex. We will investigate e-blast issue, possibly going to spam folder.

**XI. OPEN SPACE AND TRAILS COMMITTEE**

a. Report on Open Space and Trails Committee – Director Topp no new reports.

**XII. PUBLIC COMMENTS**

**XIII. BOARD COMMENTS**

Director Topp – Sound equipment will always need upgrades. If we don't want to pay for upgrades then SMRPD should donate those to the Summer Concerts, however I recommend we keep the equipment. When the SMRPD hosted the hamburger stand that paid for a lot of the equipment upgrades.

Director Kerins – Thank you to Stephanie Bailey for all your hard work, we are sad to see you go. I have personally enjoyed working with you. We will miss you. Also, I'd like to reiterate the concern for evacuation and don't want to hear about anyone dying. I love our community and the last thing I would want is to mourn one of our community members. I personally recommend as a board member that we need to stay safe and stay out of the way of all our first responders.

**XIV. CLOSED SESSION:**

**XV. REAL PROPERTY NEGOTIATIONS – PURSUANT TO GOVT. CODE SECTION 54956.8**

a. Conference with Real Property Negotiators APN of the Hub Tower. District Negotiators: Isabell Kerins and Kevin Topp. Negotiating with Robert Ballmaier. Under negotiation: Price and terms of amendment  
CONFERENCE WITH LABOR NEGOTIATORS. Negotiating for the District: Isabell Kerins. Negotiating with: Unrepresented Employees.

**XVI. ADJOURNMENT – 8:27 PM.**

**XVII. The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, January 18th, 2021, at the Silverado Community Center and by Zoom link posted at SMRPD.org.**