



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, April 19th, 2022 at 6:30 pm
Modjeska Community Center
28691 Modjeska Canyon Road

Board of Directors

Isabell Kerins: President
Julie "Rusty" Morris: Vice-President
Michele Agopian Conklin: Treasurer
Jessie Bullis Secretary
Kevin Topp: Director

Staff

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

AGENDA

NOTE: MEETINGS WILL BE HELD IN PERSON AND BY ZOOM, IF POSSIBLE, 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**
- II. ROLL CALL**
- III. CONSENT CALENDAR – Jessie Bullis**

Action Item #1: Approve and file minutes of the SMRPD General Board Meetings dated [January 2022](#) and [March 2022](#), and SMRPD [Special Meeting dated April 5th, 2022](#)

- I. TREASURER'S REPORT – Michele Agopian Conklin**

Action Item #2: Approve and file Financials for SMRPD for [March 2022](#) and SCC March 2022

- II. FINANCE COMMITTEE – Isabell Kerins**
 - a. Audit update
 - b. Annual Assessor's Request for Information – Isabell Kerins
 - i. Pending updated contract with caretaker

III. 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. Ad Hoc Committee – Grants – Isabell Kerins
 - i. Per Capita Grant
 1. Contracts
 - a. [Grant Contract \\$177,952](#)
 - i. [Grant Recitals](#)

- b. [Grant Contract \\$724](#)
 - i. [Grant Recitals](#)

Action Item #3: Approve Execution of Grant Contracts.

- ii. COVID Grant

Action Item: #4 Resolution #04192022-2 – Approve Return of Covid Grant Monies to State Controller’s Office for overpayment of \$57,336 of Covid Relief Funds

- b. Ad Hoc Committee – Silverado Community Center and Silverado Children’s Center Paving - Invitation for Bids – Isabell Kerins
 - i. Bid Invitations
 - 1. [Silverado Children’s Center](#)
 - 2. [Silverado Community Center](#)
 - ii. [Prevailing Wage Presentation](#)

Action Item #5: Resolution #04192022-3 – Approval of Invitation to Bid for Silverado Community Center and Silverado Children’s Center Paving

- c. Committees – Isabell Kerins
 - i. [Committees Update](#)
 - ii. Request for calendar updates by committee chairs for SMRPD Calendar update requested by next meeting
- d. [St. Michael’s Abbey Lease](#) – Isabell Kerins
 - i. [Amendment to Agreement](#)
 - ii. Lease requirements

Action Item #6: Approve [Addendum #5 to St. Michael’s Abbey Agreement](#) and pay outstanding lease amount

- e. CARPD – Isabell Kerins
 - i. Signature for Opposition to Initiative to Limit Ability of Voters
 - 1. [Summary of Bill](#)

Action Item #7: Resolution #04192022-5 – Agreement to Oppose Initiative 21-0042A1

- ii. [Board of Directors Elections 2022](#)
- f. Capri – Isabell Kerins
 - i. Required reports
 - 1. [Ratings Questionnaire](#) - Completed
 - 2. Property Schedule - Pending
 - 3. Vehicle Schedule - Pending
 - ii. Silverado Children’s Center
 - 1. Perimeter fencing claim
- g. Team Rubicon Award Nomination – Isabell Kerins

Action Item #8: Resolution #04192022-6 – Nomination of Team Rubicon for Outstanding Community Organization/Partner for 2022 CRPD Award

- h. Verizon Contract – Kevin Topp
 - i. Fully executed contract received

IV. SILVERADO CHILDREN’S CENTER (SCC) OVERSIGHT COMMITTEE – Isabell Kerins

- a. Committee Meeting 4/1/2022 - [Minutes](#)
- b. Program Report with updates on facilities and enrollments
- c. [Faux grass installation request](#)

Action Item #9: Approve SCC Purchase Approval request for \$1,847.50 for installation of faux grass in Pinecone yard

- d. [OC Park Inspection](#)
 - i. Update
- e. Facility Enhancement Policy

Action Item #10: Resolution #04192022-7 – Friends of Silverado Children’s Center Facility Enhancements Policy

- f. [Report on Friends of Silverado Children’s Center 501c\(3\)](#)
 - i. Cook’s Corner 3/19 - Results
 - ii. Wheelie Fun Fest – Silverado Community Center – 6/4

V. FACILITIES/SAFETY/MAINTENANCE COMMITTEE

- a. Rental Policy– Isabell Kerins
 - i. Posting of updated Use Fees
- b. [Waste Management Compliance](#) – Isabell Kerins
- c. Drone Photography Discussion
- d. Rental Requests – JoMarie Varelo
 - Sunday, April 17, 2022 – Silverado Pancake Breakfast – open to the public
 - Sunday, April 17, 2022 – Modjeska Pancake Breakfast – open to the public
 - Wednesday, April 20, 2022 – Specialized Tree Works – Employee training (Bldg. A)
 - Saturday, April 23, 2022 – CA Chinchilla event (Bldg. A)
 - Sunday, April 24, 2022 – Baptism – Park with bounce house - closed to the public
 - Saturday, April 30, 2022 – [Sports Event](#) – Open to the public
 - Saturday May 21, 2022 – Summer Concert Series – Open to the public
 - Sunday, May 15, 2022 – Celebration of Life – Silverado Park and Bldg. A - closed to the public
 - Saturday, May 28, 2022 – Private Event – Modjeska Community Center
- e. Lights added to stage – Kevin Topp
 - i. Update

VI. RECREATION COMMITTEE

- a. Fire Station #16 Annual Easter Pancake Breakfast 4/17 – Isabell Kerins

Action Item #11: Donate \$750 towards Easter Egg Hunt for Easter Pancake Breakfast

- b. Coastal Clean-up Day – September 17th – Isabell Kerins
- c. Summer Concert Series – Kevin Topp
 - i. \$200 sponsorship by Supervisor Don Wagner
 - ii. First concert of the season next month in May
- d. Classes/Activities Updates – Isabell Kerins
 - i. Capri Requirements

VII. FUNDRAISING COMMITTEE

- a. Rattlesnake Aversion Training – Rusty Morris
 - i. Results
- b. Blood Drives – Rusty Morris
 - i. Scheduled 6/7/2022 – Noon – 6 PM
- c. Flea Market – Isabell Kerins
 - i. 3/26 - Results
 - ii. 4/23 - Next event

VIII. COMMUNICATIONS COMMITTEE

- a. Report from Communications Committee – Kevin Topp
 - i. Report on email bounce backs and undeliverable emails
- b. Wedding Collateral – Kevin Topp
 - i. Timing
- c. SMRPD Website – Kevin Topp
 - i. [Revision of website](#)
 - 1. Status
 - 2. Add Donation Landing page and Donation “Button” on all pages

IX. PERSONNEL COMMITTEE

- a. Caretaker/Security Contract – Isabell Kerins
 - i. Pending

X. OPEN SPACE AND TRAILS COMMITTEE

XI. PUBLIC COMMENTS

XII. BOARD COMMENTS

XIII. ADJOURNMENT

- XIV. The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, May 17th, 2022 at the Silverado Community Center**