



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
Monday, July 25th, 2022 at 6:30 pm
Silverado Community Center
27641 Silverado Canyon Road

Board of Directors

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

Staff

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

MINUTES

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** - Meeting was called to order at 6:35 PM and was held in person at the Silverado Community Center and via Zoom link
 - a. Note –Regular Meeting scheduled 7/19/2022 was adjourned due to lack of quorum and continued.**
- II. ROLL CALL** – Director Conklin, Director Kerins, Director Bullis, Director Morris, and Director Topp were present in person.
- III. CONSENT CALENDAR** – Jessie Bullis

Action Item #1: Approve and file minutes of the [SMRPD General Board Meetings dated June 21st, 2022](#) and [SMRPD Special Meeting dated June 30th, 2022](#)
Director Conklin made a motion to approve, Director Morris second the motion. All approved. Motion passes.

IV. TREASURER'S REPORT – Michele Conklin

Director Conklin presented SMRPD Financial Report for June 2022.

The actual amount in the Bank of America account was \$251,556.22 and county account was \$133,90298 as of June 30th, 2022.

We located a discrepancy regarding reporting of the Covid Grant money paid to Silverado Children's Center which did not reflect on our QuickBooks accounts, and the bookkeeper was not available to address this issue in time to provide the financials for the Agenda. Therefore, they will be reported on at the next SMRPD meeting.

Director Conklin presented SCC Financial Report for June 2022.

The actual Bank of America checking account balance at 6/30/2022 was \$49,318.20 and the savings account balance was \$75,056.59. We are updating financials for March, April, May and June and will present at the next meeting. Updates are to assure that the SMRPD QuickBooks account and Silverado Children's Center in-house accounting system, ProCare, are in synch.

There are some questions regarding proper way to reporting accrual basis tuition income versus actual payments. We believe we have been doing it incorrectly since our previous bookkeeper left and are awaiting response from our auditor.

SCC projected monthly income for August = \$29,180

SCC Budgeted income for August = \$38,415

Projected Expenses for August = \$30,000

Budgeted Expenses for August = \$36,535

Reason for discrepancies are less staff which affected enrollment numbers for August and resulted in less expenses for salaries

SCC projected monthly income for September = \$40,185

SCC Budgeted income for September = \$35,000

Projected Expenses for September = Depends on staffing

Budgeted Expenses for September = \$35,000

Goal is to have sufficient staff to meet projections.

V. FINANCE COMMITTEE – Michele Conklin

- a. [Minutes from Finance Committee](#)
- b. Update regarding SCC Financials

Board Comments:

Board is working with the ProCare system to update financials

- c. Audit update – Isabell Kerins

Board Comments:

Director Kerins – We have received audit journal entries but we have not received the report at this time

- d. Employer's Quarterly Federal Tax Return completed and submitted to IRS
- e. Invoice Payments
 - i. Orange County Treasurer-Tax Collector – Allocation of FY 2022-2023 LAFCO Costs \$491.09
 - ii. Reimbursement to Isabell Kerins for following items:
 1. Zoom - \$14.99
 2. Trader Joe's – SCC Food - \$95.24
 3. Smart and Final – SCC Paper Goods - \$191.97
 4. Trader Joe's – SCC Food \$140.89
 5. Costco – SCC Printer \$560.18
 - iii. Reimbursement to Rusty Morris for following item:
 1. Trader Joe's – SCC Food - \$158.48
 - iv. Discount School Supply – SCC - \$635.48
 - v. Cole/Huber - \$855

2nd Action: Director Bullis makes motion to approve payment of invoices as presented. Motion seconded by Director Morris. All voted aye. Motion passes.

II. 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. CARPD Membership Due

3rd Action: Director Conklin makes motion to pay yearly CARPD Membership in the amount of \$2,000 as presented. Motion seconded by Director Bullis. All voted aye. Motion passes.

- b. SMRPD Policy Manual and Handbook updates
 - i. Handbook Discussion
 1. [Previously approved Handbook – 7/11/2011](#)
 2. [Currently Utilized Handbook – 10/27/2018](#)
 - ii. Personnel Items Updates – [Current and proposed revisions](#) summary
 1. [Proposed revisions to Personnel items](#)

Public Comments:

Francesca Duff: Inquired if the prior handbook can be overwritten by a vote.

Board Comments:

Director Morris: Inquired if we have approved large handbook edits recently. Inquired as to why the current Board is working off the 2018 handbook that does not have a record of being approved. Noted that a working draft should be submitted and approved. Inquired if everyone has copies of the prior handbooks to be reviewed.

Director Kerins: Noted that the edits have been approved as resolutions and policies as items have come up. Advised that there are no changes to the personnel committee section from the 2018 handbook that the Board was given and that other sections have been edited through resolutions and that she has a working draft with updates.

Director Bullis: Mentioned that taking on the full handbook revision may be too large of a project. Requested a copy of the working draft with the pending edits for the Board to review.

Director Morris: Suggested adding a handbook section in each monthly minutes for ease of reference. Noted that the process is agreeable since the full Personnel section was being reviewed, approved, and added to the handbook.

- iii. Finance Items Updates – [Current and proposed revisions](#) summary
 - 1. [Proposed revisions to SMRPD Financial Processes](#):

Public Comments:

Francesca Duff: Noted that the vendor payment report from QuickBooks would give the details needed to meet the invoice approval requirement.

- iv. Website Committee description updates – [Current and proposed revisions summary](#)
 - 1. [Proposed revisions to SMRPD Website and Communications Committee description](#)

Board Comments:

Director Kerins: Noted that there is one update to the handbook with regards to which Board members should be included on the website committee as there was a discrepancy.

4th, 5th and 6th Action: Director Conklin makes motion to update Personnel Items, Finance Items, and Website Committee Items in SMRPD Handbook as presented. Motion seconded by Director Morris. All voted aye. Motion passes.

- v. Insurance Committee – New committee recommended
 - 1. Proposed description to Insurance Committee:
Insurance Committee: Oversees and interacts with insurance carrier to assure that all insurance requirements are met. President and another board member will be on this committee. President will be the chair and interact with CAPRI. Committee responsible for ensuring that insurance requirements are met with regard to Facilities, vendors and that necessary SMRPD Certificates of Insurance are provided to St. Michael’s, OC Parks, and other entities as required.

7th Action: Director Bullis makes motion to add Insurance Committee to SMRPD Handbook as presented. Motion seconded by Director Conklin. All voted aye. Motion passes

- c. [Committees Update](#) – Only two Board members allowed on standing committees. Due to personal issues Director Conklin has requested being assigned to two committees only.

Board Comments:

Director Kerins: Noted that the handbook allows for a maximum of two board members on each committee, so the committees assignments needed to be revised. Other board members can attend but may not speak or give any input to committee meetings or the Brown Act will be violated and meeting will be seen as a full board meeting.

Director Topp: Noted that citizens can be included on the committees, so people in the public that have experience can assist the Board on the committees.

- d. [Committee Calendar](#)

8th Action: Director Conklin makes motion to approve Committee Calendar as presented. Motion seconded by Director Topp. All voted aye. Motion passes.

- e. Ad Hoc Committee – Silverado Community Center and Silverado Children’s Center Paving
 - i. Paving at Silverado Community Center is complete

Public Comments:

Mary Schreiber: Noted that the paving looks great and is much safer.

Jim Kerins: Thanked the Board for the paving improvements.

Board Comments:

Director Kerins: Noted that paving is complete and requested approval for invoice amount.

9th Action: Director Morris makes motion to approve payment to Prestige of \$68,201 for redoing the pavement at Silverado Community Center. Motion seconded by Director Conklin. All voted aye. Motion passes.

- ii. Awaiting response from OC Parks regarding deferment of Silverado Children’s Center paving until August 2023

Board Comments:

Director Kerins: Noted that they are still awaiting a response from OC Parks regarding the deferment request.

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

- a. [Minutes from July Committee Meeting](#)
- b. [Program Report](#) with updates on facilities and enrollments

Public Comments:

Mary Schreiber: Noted that there are more young mothers in the canyon than in the past, and requested a survey to see how to better serve our canyon kids.

Board Comments:

Director Kerins: Noted for the month of June, there were 45 children, 6 from the canyon. Currently at 47% capacity based on current staffing. There is one new registration and one new student, eight children left for kindergarten. August revenue is anticipated to be approximately \$29,000. There are 43 students enrolled in fall, monthly estimated income is at \$40,000 per month with a FTE of 23.7 students, at 53% capacity based on current staffing. There are eight part time teachers. Minimum of four positions to fill and recruiting more as able to.

- c. SCC New Job Descriptions
 - i. [Animal Coordinator](#)
 - ii. [Program Aide](#)
- d. Friends of SCC Year End Report – Sarah Pizzarusso

Public Comments:

Sarah Pizzarusso: Noted that June concluded the first full fiscal year. Highlights include a new washer and dryer for the school, faux turf for a new reading area, entrance signage and play yard gate. Staff appreciation has been added to celebrate staff birthdays and anniversaries, as well as staff education and training. Discussed four events for this year, netting \$21,450 gross revenue with \$8,057 net revenue. As a non-profit the goal with these funds is to add a deck that has been submitted for approval. Noted that Friends requests approval from SMRPD for items to be completed but the funding itself does not need to be approved because the Friend’s Board handles the approval as the funding is coming from Friends of the Silverado Children’s Center account, not SMRPD/SCC.

Board Comments:

Director Bullis: Inquired for more details on the deck project and if the Board needed to approve the project.

Director Kerins: Offered to assist in putting the drawings together for the deck and confirmed that the project must be submitted to OC Parks for approval, per Lease.

- e. [OC Park Inspection](#)
 - i. Update
- f. New Hires and Promotions
 - i. [New Hire Form](#)

Board Comments:

Director Kerins: Discussed the new hire form process and noted that because it is a licensed facility, all employee paperwork must remain on -site at SCC, however SMRPD Board must approve all hires.

IV. INSURANCE COMMITTEE – Jessie Bullis

- a. [Contractual Risk Transfer Manual](#)
- b. [Insurance Requirements in Contracts](#)
- c. County Fair Insurance Recommendations from CAPRI has been confirmed - 800-900 people per day they recommend \$2M per occurrence and \$4M general aggregate. Liquor liability should be included. ICL has been advised

Public Comments:

Francesca Duff: Noted that expected attendance is 800-900 per day and that the ICL insurance carrier is bidding out the additional insurance coverage.

Board Comments:

Director Kerins: Noted that ICL requested coverage less than \$5M and Capri approved \$4M.

Director Topp: Noted that they may want coverage for more than two days due to set up and tear down.

Director Kerins: Confirmed that the estimate of 800-900 per day is approved. They will have coverage during set-up and tear down at regular \$1M coverage.

10th Action: Director Bullis makes motion to approve CAPRI recommendations for ICL Country Fair requirement of \$2M per occurrence and \$4M general aggregate liquor liability included as presented. Motion seconded by Director Morris. All voted aye. Motion passes.

- d. Insurance Premiums Due
 - 1. General Liability, Auto and Property \$20,284 total - \$10,142 now due
 - 2. Worker’s Compensation Coverage Member Contribution \$3,787 total - \$946.75 now due

Board Comments:

Director Topp: Inquired for details on the vehicle that is covered by the policy. Inquired if worker’s compensation was paid all at once if a discount would apply.

Director Kerins: Noted that the SCC van is under the policy and worker’s compensation covers SCC employees as well. There is no discount if paid at once.

11th Action: Director Topp makes motion to approve to pay CAPRI invoices for General Insurance in an amount of \$10,142 and Worker’s Compensation in amount of \$946.75 as presented. Motion seconded by Director Morris. All voted aye. Motion passes.

- ii. Discussion regarding waiving of fees and/or insurance

Board Comments:

Director Kerins: Noted that Capri suggests that SMRPD does not have a policy in place regarding fee or insurance waivers, and that each insurance waiver is reviewed on a case-by-case basis.

Director Morris: Agreed.

- iii. Discussion regarding recycling

Public Comments:

Scott Breeden: Noted that recycling should not be considered an ICL event. Advised that recycling after the concert was Scott volunteering his own time and not part of an event.

Keith Morris: Inquired if Scott is just working as a representative of himself and choosing to donate the proceeds to ICL. Inquired if the citizens who recycle at other OC parks are also in violation.

Mary Schreiber: Inquired about bible study. Requested insurance waivers and concert recycling insurance waivers to be added to the next meeting.

Board Comments:

Director Kerins: Noted that both the insurance carrier and attorney believe that recycling is an ICL event and that ICL insurance should cover the event since the recycling program is on the ICL calendar and agenda each month, run by an ICL Board member and ICL receives the benefits from the proceeds. Noted that ICL is working on Facility Use Agreement and insurance.

Director Bullis: Noted that recycling cannot move forward in the Silverado Community Center parking lot until ICL insurance is received.

Director Conklin: Noted that removing recycling from trash while it is on SMRPD property is considered illegal. Suggested adding recycling bins at the concert events to help continue recycling efforts.

Director Bullis: Confirmed that trash on the property is SMRPD's property and is the Board's responsibility.

Director Kerins: Confirmed that insurance or an insurance waiver is required for bible study as well, per Capri. Noted that if Scott or ICL requests permission to continue the recycling and complete the necessary paperwork, the SMRPD Board can review the request at that time.

Director Bullis: Advised that Scott Breeden needs to present his requests to the Board for approval.

iv. Vendor Insurance

1. [Letter to request W-9 and Insurance updates](#)

Board Comments:

Director Kerins noted that the letter will be sent to all vendors to update our insurance and accounting files. JoMarie Varela to take lead and work with bookkeeper to accomplish.

V. FACILITIES/SAFETY/MAINTENANCE COMMITTEE

a. Facility Meeting – Minutes and Safety Inspections – Isabell Kerins

i. [Minutes](#)

ii. Safety Inspections:

1. [Silverado Community Center](#)
2. [Modjeska Community Center and Park](#)
3. [Silverado Children's Center](#)

b. Facility Rentals – JoMarie Varela

i. Previously Approved:

1. July 23, 2022 (Saturday) - Private Event – Wedding closed to the public
2. August 05, 2022 (Friday) – Sweet 16 Birthday – Bldg. A
3. August 28, 2022 – B&B Del Sol Non-Profit Festival
4. October 3-12 (PENDING) – County Fair – waiting on insurance from ICL
5. October 29, 2022 Wedding – Mandoki
6. December 18, 2022 (Sunday) – Janet C - Bldg A

ii. New for Approval:

1. July 16, 2022 – Canyon Healing Arts (insurance submitted did not name SMRPD)
2. July 20, 2022 – 6 PM to 8 PM OCPW Creek Cleaning Resident Meeting – Pre-approved by Facilities Committee due to time constraints
3. July 31, 2022 – Rattlesnake Aversion
4. August 26, 2022 – Ernie Alonzo, Haunted Orange County - Facility request – Building A for lecture on history with Joel Robinson (date tentative)
5. Joyfest: 3 month series - 1st Sunday - Sept, Oct & Nov - [Proposal](#)

Public Comments:

Mary Schreiber: Noted that Joyfest would give people something to do for the Labor Day holiday weekend.

Jo Marie Varela: Read aloud Joyfest's description on children's involvement in their event.

“Kids involvement: Kids are free, we are planning a set of activities to involve them. Dancing, helping to sing the National Anthem, etc. As far as performing, upon approval I will be reaching out to local schools for various ensembles to potentially play as part of our variety show. The idea is to have these groups supervised by their Music Teachers. Part of our vision is to get young people involved in non-computer activities, by inspiring them with performers who have mastered their craft. We want to excite young people to pursue music and performance.”

Board Comments:

Director Conklin: Described the Joyfest event - Family Event, variety show with live musicians. Noted that they have requested a reduced fee for the facility rental and that Joyfest shares the profits with performers while charging for admission to the event.

Director Morris: Requested more information on the children's involvement. Suggests that we initially approve a one-month use of the facility, to see how the first event goes before approving October and November.

Director Conklin: Noted that SMRPD should not sponsor this event and that this should be treated as a facility rental.

Director Topp: Suggested that the Board approve the fee reduction for the first month.

12th Action: Director Kerins makes motion to approve to facility rentals as presented with exception of Joyfest. Motion seconded by Director Conklin. Director Bullis voted aye. All voted aye. Motion passes.

12th Action: Director Kerins makes motion to approve the Joyfest event for one month for \$1,000 Facility Use Fee with a tentative approval for second and third month after the first event is accessed by the Board. Motion seconded by Director Conklin. All voted aye. Motion passes.

c. Event Signs – Pricing

13th Action: Director Conklin makes motion to approve increase of Administrator’s debit card limit to \$1,000 to process payment as presented. Motion seconded by Director Morris. All voted aye. Motion passes.

- d. Inventory of concert equipment and keys to cabinet - Kevin Topp

Board Comments:

Director Topp: Noted that keys are in the lockbox. Inventory data will be based on Matt Borden’s schedule.

- e. Tree Trimming Silverado Community Center – Update

Public Comments:

Steve Reighart: Discussed issues with the tree trimming.

Mary Schreiber: Noted that the Fire Safe Council has been requested to clear behind the park in Modjeska. Inquired if this has been addressed by SMRPD.

- f. Dead grass at Silverado Community Center – Update
- g. Facility Construction
 - i. Bids update
 - ii. Flooring selections

Board Comments:

Director Kerins: Presented flooring samples. Noted that bids will be presented next month.

- h. Facility Forms – Update
 - i. Revised [Participant Log](#)

Board Comments:

Director Kerins: Discussed the revised participant log revised by Melody.

- ii. Waiver and Volunteer Acknowledgement to remain as approved per insurance carrier and attorney
- iii. [Deposit Forfeiture letter - Sample](#)
- i. Cooling Center
 - i. [OC – Excessive Temperature Emergency Annex](#)

Public Comments:

Francesca Duff: Noted that Modjeska residents need their facilities to be used as a cooling center and is requesting that Modjeska be added as a cooling center.

Board Comments:

Director Kerins: Noted that the County of Orange sets excessive temperature at 100 degrees, but SMRPD is set at 90 degrees upon request only.

Director Topp: Noted that Modjeska has a window cooling system and may not be as cool as Silverado Community Center.

Director Kerins: Read proposed resolution aloud. Advised that they will look into if a block captain can man Modjeska as a cooling center when necessary, since SMRPD does not have enough staff to man both locations as cooling centers.

Director Bullis: Noted that dates needed to be corrected on the resolution.

14th Action: Director Kerins conducted a roll-call vote to approve and file [Resolution #7192022-1 SMRPD Cooling Centers](#) policy as presented. Director Bullis voted aye. Director Conklin voted aye. Director Kerins voted aye. Director Morris voted aye. Director Topp voted aye. Motion passes.

VI. RECREATION COMMITTEE

- a. Modjeska 4th of July event

Board Comments:

Director Topp: Requested receipts for reimbursement.

15th Action: Director Topp makes motion to approve donation of NTE \$350 for Modjeska 4th of July event as presented. Motion seconded by Director Conklin. All voted aye. Motion passes.

- b. Coastal Clean-up Day – September 17th – Isabell Kerins
 - i. Signs – Reached out to Supervisor Wagner to sponsor
 - ii. Communications to Community and Organizations

Board Comments:

Director Kerins: Noted that SMRPD is requesting Supervisor Wagner to sponsor signs to ensure the items are placed in the correct dumpsters.

Director Topp: Suggested that we have a staff member present the day before when the dumpsters are dropped off.

- c. Clean California – Cal Trans Event – Isabell Kerins

Board Comments:

Director Kerins: Noted a spring canyon clean-up event is being considered. Cal Trans has a grant through 2025 to assist with road clean-up.

Director Morris: Inquired if this event also provided bins.

Director Kerins: Confirmed, that yes, bins would be included.

- d. Summer Concert Series –
 - i. Hamburger Stand and Ice Cream – Jessie Bullis
 - 1. June Concert – Results
 - 2. July Concert - Results

Board Comments:

Director Bullis: Advised that the hamburger stand brought in gross receipts of \$742, and estimated expenses were \$242.

Director Topp: Requested receipts and exact numbers, so that it can be discussed next month.

VII. FUNDRAISING COMMITTEE

- a. [Stickers](#) – Kevin Topp

Board Comments:

Director Topp: Noted that stickers are at the market for sale. The market has placed three orders for stickers. Selling to the market for \$2.50 each – submitted proceeds from sticker sales.

- b. Rattlesnake Aversion Training – JoMarie Varela
 - i. Silverado Community Center 7/31
 - ii. Increase pricing to \$80/dog
- c. Blood Drives – JoMarie Varela
 - i. 12/20/2022 – Noon – 6 PM
- d. Flea Market – Isabell Kerins
 - i. June Results - \$90
 - ii. July is cancelled due to wedding

Board Comments:

Director Morris: Inquired how the flea market fees are structured.

Director Topp: Confirmed flea market cost is \$10 per spot.

VIII. COMMUNICATIONS COMMITTEE

- a. Communications
 - i. Emails
 - 1. Board of Directors Election information
 - 2. Rattlesnake Aversion Training
 - ii. [Letter to the Sentry](#)
- b. SMRPD Website
 - i. Training of Administrative for website updates and FB login

Board Comments:

Director Kerins: Noted the official SMRPD Nextdoor account is confirmed and will be available to use shortly.

Director Topp: Suggested that the Board pays an outside vendor, like Alex to move forward with posting and website updates.

Director Conklin: Advised that an administrative staff member should handle this as a permanent solution .

IX. PERSONNEL COMMITTEE

- a. [Minutes from Personnel Committee](#)
- b. [SMRPD and SCC Staff Appraisal Form](#)

16th Action: Director Conklin makes motion to approve SMRPD Staff Appraisal Form as presented. Motion seconded by Director Morris. All voted aye. Motion passes.

- c. [Maintenance Job Description](#)
 - i. Recommendations from Personnel Committee and Steve Reighart

Public Comments:

Steve Reighart: Recommend Danny Ater for the position. Estimated maintenance worker will work 6-8 hours per week for the position.

Board Comments:

Director Morris: Inquired as to how many hours are expected for the maintenance worker.

Director Topp: Inquired for the number of applications.

Director Kerins: Confirmed two applicants for the maintenance position.

- X. OPEN SPACE AND TRAILS COMMITTEE**
- XI. PUBLIC COMMENTS**

Public Comments:

Scott Breeden: Inquired as to how the Board would handle if someone wanted to use facility with no alcohol. Inquired if the Board can decide if the use would be approved.

Mary Schreiber: Inquired about AA meetings Thursday nights.

Mary Schreiber: Note that traffic in the forest has been very bad, and is requesting a united front from SMRPD, ICL and Fire Safe Council to jointly write a letter with an annotated log detailing the recent issues.

Board Comments:

Director Kerins: Advised that all facility requests and waivers need to be voted on individually with the facility use paperwork on a case-by-case basis.

Director Conklin: Noted that the same facility use question has been brought up many months with the same direction from the Board.

Director Kerins: Confirmed that the facility use requirement for AA is required as well.

Director Conklin: Noted that all use requests need to be submitted to the Administrator for board review and approval.

Director Kerins: Agrees that traffic in the forest is a concern and that all groups need to be involved and present the issues up the ladder since this is federal property and a letter will put the appropriate officials on notice.

XII. BOARD COMMENTS

Board Comments:

Director Kerins: Discussed the Letter to Sentry discussing the role of SMRPD and the oath of office.

Director Conklin: Agreed that the letter clears up the role of the SMRPD Board of Directors so that there is no discrepancy as to what is involved.

XIII. CLOSED SESSION

a. **Public Employment pursuant to Govt. Section 54957: Silverado Children's Center Director**

b. **Labor Negotiations pursuant to Govt. Code Section 54957.6 District Negotiator: Isabell Kerins; Negotiating with unrepresented Employee(s) regarding terms and conditions of employment: Maintenance, Summer Program Aide, Lead Teacher**

Closed section began – 8:43pm

Closed session ended – 9:38pm

XIV. ADJOURNMENT – Meeting was adjourned at 9:43 PM

XV. The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, August 16th, 2022 at the Modjeska Community Center