



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

Facilities Committee Meeting

Tuesday, March 21st, 2023, at 4:30 PM

Silverado Community Center
27641 Silverado Canyon Road

Committee Members

Laurie Martz: Chair

John Nelson

Community member

Tim Thompson

Staff

JoMarie Varela: Administrator

Steve Reighart: Caretaker

Danny Ater: Maintenance

MINUTES

NOTE: MEETINGS WILL BE HELD IN PERSON AND BY ZOOM, IF POSSIBLE, UNTIL FURTHER NOTICE
ZOOM LINK - Best efforts will be made to accommodate Zoom meeting, however meeting will continue in person if Zoom is unavailable.

- I. **CALL TO ORDER**- Meeting was called to order at 4:31 PM and was held in person.
- II. **ROLL CALL** - Director Nelson and Director Martz were present in person at the Silverado Community Center.
- III. **CONSENT ITEMS**
- IV. **NEW BUSINESS**
 - a. GL & Property Renewal request - SMRPD inventory of facilities – Due April 3rd
 - i. [Vehicle Inventory](#)
 - ii. [Property Schedule Form](#)
 - iii. [Property Schedule Update Form](#)

Public Comments:

Steve Reighart: Noted that he will review these and provide updates as needed based on the Carmody upgrades made to the facility.
Jo Marie Varela: Noted that she will also email Phil as to guidance on age the buildings.

Board Comments:

Director Martz: Confirmed that she will reach out to Monica at Capri to discuss that no structural changes were made in the last year.

- b. ADA Website update – 50% complete, expected completion next week
- c. ADA Self Assessment Capri follow up
 - i. [ADA Repairs Action Item](#)

Public Comment:

Steve Reighart: Confirmed that he will review and make repairs as needed.

- d. Rentals – Jo Marie Varela
 - i. Arrange annual Firefighters Easter Pancake Breakfast. Approve SMRPD sponsorship of Easter Egg Hunt at meeting (March calendar item)
 - ii. New for approval
 1. April 01, 2023 (Burton) – Birthday rental – grass and Bldg A
 2. April 02, 2023 (Perry) - Birthday rental – grass, tables & playground
 3. March 18, 2023 (Kirkland) – Birthday rental – Bldg B
 4. August 27, 2023 – Sol Do music festival 501c3 (fee waiver request)
 - a. [Proposal](#)

Public Comments:

Jo Marie Varela: Confirmed that Sol Do did provide their own insurance in 2022.
Steve Reighart: Recommends that if SMRPD approves this, SMRPD should require a deposit and have them provide their own liability insurance.

Board Comments:

Director Nelson: Read the Sol Do proposal aloud. Noted that this may be considered as long as it is clear that the event is free to the public. Also, discussed possibly adding language to our rental agreements that allows for renters to request SMRPD promote their events.

5. Christmas Eve rental request – do we want to rent on holidays due to staff availability?
 - a. Est 30 people and will clean (Learned)

Public Comments:

Steve Reighart: Confirmed that this can be approved.

6. March 18, 20023 - Pickleball Round Robin, every two weeks
 - a. Discuss dates not available

- e. Capital Plan Development – [draft](#)

Board Comments:

Laurie Martz: Requested that we look into adding sequencing to the Capital Improvement plan, i.e. electrical should be completed before the roof on the SCC building.

V. OLD BUSINESS

- a. Clean out gutter at Children’s Center (Jan calendar item) – update

Public Comments:

Steve Reighart: Confirmed that Laurie Briggs would be reaching out to Specialized for this.

- b. Weed abatement including OC Parks, Modjeska resident area along Harding Canyon (Feb calendar item) – update

Public Comments:

Steve Reighart: Noted that Team Rubicon assisted with this the past few years. Confirmed that this will be added as an annual maintenance item.

Board Comments:

Director Nelson: Noted that he can take pictures and send to OCFA. Discussed ideas for adding a fence to the tot lot area in Modjeska.

Director Martz: Noted that she prefers that we trim the weeds annually.

- c. SCC Sprinkler inspection Recertify yearly, major one every 5 years (Feb calendar item) – update

Board Comments:

Director Martz: Inquired if this was an OCFA inspection.

- d. Backflow testing at all centers (Feb calendar item) – update

Public Comments:

Steve Reighart: Advised how to complete the IRWD backflow form and to send to Kevin.

- e. Tree health evaluation update – Laurie Martz – update

Board Comments:

Director Martz: Noted that she would call the company.

- f. Coordination for upcoming CA Clean-up day – March 25, 2023

Public Comments:

Steve Reighart: Confirmed that he will coordinate the dumpsters and day of event.

- g. Specialized schedule – 2-week proposed closure dates – updated: 4/16-4/30/23 (note: April flea market and Modjeska Tai Chi program would need to be cancelled during this time)

- h. Silverado Community Center:
 - i. Swing set replacement – update
 - ii. Pickleball court – Modjeska

Board Comments:

Director Martz: Noted that she will measure so that a court can be painted.

VI. PUBLIC COMMENTS

Steve Reighart: Noted that the paint is chipping on the railings at the community center.

VII. BOARD COMMENTS

Director Nelson: Discussed progress made on potential visitor center and the video conference scheduled for April 19 to lease the center from Cleveland. Create a local history center, along with a place to showcase local art, and sell adventure passes.

VIII. ADJOURNMENT - Meeting was adjourned at 5:45 PM

The next regular meeting of the Facilities Committee is April 18, 2023 at 5:30 PM at the Silverado Community Center.