



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 MONTHLY MEETING

Tuesday, May 23, 2023 at 6:30 pm
Silverado Community Center
27641 Silverado Canyon Road

Board of Directors

Charles "Ted" Wright President
Michele Conklin: Vice-President
Brittney Kuhn: Treasurer
Laurie Martz: Secretary
John Nelson: Director

Staff

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

AGENDA

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.

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. PUBLIC COMMENTS – Non-agendized items
- IV. CONSENT CALENDAR – Jo Marie Varela

Action Item #1: Approve and file minutes of the [SMRPD General Board Meeting dated April 25, 2023](#) and [SMRPD Special Meeting dated May 08, 2023](#) as presented.

- V. SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE – Laurie Briggs
 - a. Minutes from [May Committee Meeting](#)
 - b. [SCC Program Report](#) - - Laurie Briggs and Sarah Pizzarusso
 - c. Friends of Silverado Children's Center Updates – Sarah Pizzarusso
 - i. [Report](#)
- VI. TREASURER'S REPORT – Stephanie Dodge
 - a. SCC financial notes – Stephanie Dodge
 - i. Treasurer Report – [SMRPD April 2023](#)
 - ii. Treasurer Report – [SCC April 2023](#)

Action Item #2: Approve and file Financials for [SMRPD April 2023](#)

Action Item #3: Approve and file Financials for [SCC April 2023](#)

- VII. OTHER DISTRICT BUSINESS

- a. Start Inventory Process
- b. Community Emergency Response Team program – sold out
- c. California Special Districts Association Annual Membership - [\\$541 invoice](#)

Action Item #4: Approve payment for annual CSDA membership as presented.

- d. Discuss volunteer acknowledgments
- e. Discuss Committee Assignments, Ad Hoc Committees, and Committee Schedule
 - i. [Updated Committee Assignments](#) – 03/2023
- f. New Director Onboarding Document collection - update

VIII. FINANCE COMMITTEE- Stephanie Dodge

- a. Finance Committee [Minutes May 2023](#)
- b. Capri Stage Repair Fund

Action Item #5: Approve [unspent](#) Stage Repair Fund monies to be moved to the regular fund as presented.

- c. [SCC Budget](#)

Action Item #6: Approve SCC Budget as presented.

IX. AD HOC COMMITTEE FOR PER CAPITA GRANT

- a. Minutes from [May 09, 2023](#) and [May 16, 2023](#) Meetings
- b. Discuss possibility of using SMRPD funds (up to \$150,000) so that both parks can be renovated this year
- c. [SMP Invoice](#) for approval

Action Item #7: Approve payment for SMP invoice as presented.

- d. SMP Contract Termination

Action Item #8: Approve termination of SMP contract as presented.

X. FACILITIES/SAFETY/MAINTENANCE COMMITTEE

- a. Minutes from [May 2023 Meeting](#)
- b. Reevaluation/cancellation of internet services for both parks and a bundle with Verizon option

Action Item #9: Approve cancellation of Cox internet for the Silverado Community Center with an alternative carrier as presented.

- c. Quarterly Safety Inspections – due April
 - 1. [Modjeska](#)
 - 2. [Silverado](#)
 - 3. [Children's Center](#)
 - a. [Pic 1](#)
 - b. [Pic 2](#)
 - c. [Pic 3](#)
 - d. [Pic 4](#)

Action Item #10: Approve submission of quarterly safety inspections to Capri as presented.

- d. OCFA Public Education Coordinator – education trailer & booth – John Nelson
 - i. Summer concerts and kids camp – July concert

Action Item #11: Approve OCFA education trailer at July summer concerts series as presented.

Action Item #12: Approve OCFA kids camp as presented.

- e. Rentals – Jo Marie Varela
 - i. New for approval
 - 1. May 18, 2023 – Rattlesnake Event – update
 - 2. July 20, 2023 – Wards rental 4pm-8pm
 - 3. August 12, 2023 – entire facility – family reunion

Action Item #13: Approve new Facilities Rental Agreement requests as presented.

XI. RECREATION COMMITTEE

- a. Minutes from [May 2023 Meeting](#)
- b. Family Game Nights – Volunteer: Moira Ward

Action Item #14: Approve new SMRPD Sponsored Recreation Request for Family Game Nights as presented.

XII. COMMUNICATIONS COMMITTEE

- a. Next Committee meeting in July 2023
- b. Community calendar Discussion

XIII. INSURANCE COMMITTEE

- a. Next Committee meeting in June 2023
- b. Add Alliant as an outside insurance policy option for facility rental renters –
 - i. Updated facility rental forms – reviewing Alliant and alcohol policy
 - 1. [Facility Rental Agreement](#) and [Special Event Agreement](#)

Action Item #15: Approve new Facilities Rental Agreement and Special Events Agreement with Alliant insurance option as presented.

- c. Desktop Procedure for issuing Alliant certificates and quarterly reporting

Action Item #16: Approve implementation of new Alliant procedures as presented.

XIV. FUNDRAISING

- a. Next Committee meeting in August 2023
- b. Create Volunteer List for acknowledgement

XV. OPEN SPACE

- a. Next Committee meeting in June 2023

XVI. PERSONNEL

- a. Next Committee meeting in July 2023

XVII. AD HOC HANDBOOK COMMITTEE

- a. Minutes from [May 2023 Meeting](#)

XVIII. PUBLIC COMMENTS

XIX. BOARD COMMENTS

XX. CLOSED SESSION

- a. Labor Negotiations pursuant to Govt. Code Section 54957: District Negotiator: Ted Wright; Negotiating with unrepresented Employee(s)/Subcontractors regarding terms and conditions of employment – letter review
- b. Labor Negotiations pursuant to Govt. Code Section 54957: District Negotiator: Ted Wright; staff appreciation

XXI. ADJOURNMENT

The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, June 27th , 2023 at the Silverado Community Center.

It is the intent of the Silverado Modjeska Recreation and Park District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Silverado Modjeska Recreation and Park District will attempt to accommodate you in every reasonable manner. Please contact the District President at (949) 887-1910, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in this meeting.