



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, November 28, 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
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 October 24, 2023](#) as presented.

- V. SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE – Laurie Briggs
 - a. Minutes from [November 2023](#)
 - b. SCC Program Report - Laurie Briggs and Ania Behm
 - c. Friends of Silverado Children's Center Updates – Sarah Pizaruso
 - i. Report
 - d. [Tuition increase Proposal](#)

Action Item #2: Approve SCC tuition increase as presented.

- e. Discussion of whether SMRPD should be covering the "canyon" discounts at the SCC.
- f. SCC Holiday staff appreciation party

Action Item #3: Approve SCC staff appreciation party lunch at Las Brisas as presented.

- g. [School closure schedule](#) to SMRPD board for approval at December meeting

Action Item #4: Approve [SCC school closure schedule](#) as presented.

- VI. TREASURER'S REPORT –
 - a. SMRPD & SCC financial notes –

- i. Treasurer Report – [SMRPD Oct 2023](#)
- i. Treasurer Report – [SCC Oct 2023](#)

Action Item #5: Approve and file Financials for [SMRPD Oct 2023](#)

Action Item #6: Approve and file Financials for [SCC Oct 2023](#)

VII. OTHER DISTRICT BUSINESS

VIII. FINANCE COMMITTEE-

- a. Finance Committee Minutes [November 2023](#)
- b. Silverado - Modjeska Recreation and Park District Public Records Request - CY2022 Employee Compensation Reports

Action Item #7: Approve refusal to respond to this request as directed by legal counsel.

- c. Discussion of SMRPD budget and possible revisions for the current year

Action Item #8: Approve revised SMRPD budget for current year as presented.

- d. CSDA membership dues - \$567

Action Item #9: Approve payment of CSDA membership dues as presented.

IX. AD HOC COMMITTEE FOR LAND ACQUISITION

- a. Committee meeting minutes [November 2023](#)

Action Item #10: Approve closure of Ad Hoc Land Use Committee as presented.

X. FACILITIES/SAFETY/MAINTENANCE COMMITTEE

- a. Committee meeting Minutes [November 2023](#)
- b. Quarterly Inspection Reports
 - i. [Silverado](#)
 - ii. [Modjeska](#)
 - iii. [Silverado Children's Center](#)
 - iv. [Supporting Pictures](#)

Action Item #11: Approve submission of quarterly inspection reports to Capri as presented.

- c. Capri onsite inspection (Aug calendar item)
 - i. Create ad hoc committee – Phil McWilliams

Action Item #12: Approve new Ad Hoc Capri Onsite Visit Committee as presented.

- d. New Flea Market Signs – request from Jenny

Action Item #13: Approve purchase of new flea market signage up to \$500 as presented.

- e. Moveable barriers are the Riviera to discourage speeders
 - i. Up to \$2k approved in Oct – on hold until Jan 2024
- f. Per Capita Grant – Playground status updates
 - i. The Silverado playground is almost complete. The surfacing should have been poured on Monday. There were two unexpected charges. One to add access to the clean-out ports of the septic tank next to the playground and the second to fill the void from an old cesspool under the playground. The cost of these additions will be about \$2,000. This can be covered by the amount already budgeted for the playground.
 - ii. Work on the Modjeska playground is continuing and should be complete next week. There were two unanticipated charges for this playground. It was determined that we should add an ADA gate directly into the playground. It was also decided to go ahead with the previously discussed project of renovating the picnic area next to the playground. This will include replacing the picnic tables with ADA acceptable ones provided by Rick Schultz. The estimate for this addition is \$9,800. This can be covered by the amount already budgeted for the playground.

Action Item #14: Approve additional specific expenditures for the playground project as presented.

- g. Modjeska walkway repairs – update (Board approved up to \$30k 8/25/23)
- h. Rentals – Jo Marie Varela
 - i. New for approval
 - 1. Chipper Day – 6/8/24
 - 2. SCC Wheelie Fun Fest – requesting 6/1/24
 - a. Request fee waiver, insurance waiver
 - 3. Canyon Kids Maker's market – holiday event – 12/16/23

- a. Fee waiver
- 4. Del Sol – requesting Aug 4, 2024
 - a. [Proposal](#)
 - b. Requested access to the kitchen
 - c. Requested roller skating, will require waivers. Providing insurance

Action Item #15: Approve new Facilities Rental Agreement requests as presented.

XI. RECREATION COMMITTEE

- a. Committee meeting Minutes [November 2023](#)
- b. Music Class
 - i. Request for rug to cover floor in Bldg A

Action Item #16: Approve purchase of rug for Bldg A of up to \$500 as presented.

- c. Senior Services Lunch Bunch job opening – pending applicant review
- d. Flea Market Status – starting up January 2024
- e. Confirmation of reimbursement plan for ‘Naturalist for You’ upcoming events
 - i. Pending completed Volunteer Application
- f. Yoga Class – beginning Monday November 27, 2023
- g. Celebration of the playground openings

Action Item #17: Approve grand opening events on December 3rd for Silverado Playground and December 9th for Modjeska playground with a food budget of up to \$100 for each event as presented.

XII. COMMUNICATIONS COMMITTEE

- a. Next Committee meeting in January 2024

XIII. INSURANCE COMMITTEE

- a. Next Committee meeting in December 2023
- b. Discuss availability for the CAPRI site visit in April

XIV. FUNDRAISING

- a. Next Committee meeting in December 2023

XV. OPEN SPACE

- a. Next Committee meeting in December 2023

XVI. PERSONNEL

- a. Committee meeting Minutes [November 2023](#)
- b. General Manager position discussion
- c. General Manager applicant

Action Item #17: Approve general manager position and begin interviewing candidates as presented.

- d. Senior Services position applicant

XVII. PUBLIC COMMENTS

XVIII. BOARD COMMENTS

XIX. CLOSED SESSION

- a. Labor Negotiations pursuant to Govt. Code Section 54957: District Negotiator: Michele Conklin; SCC staff gifts

Action Item #18: Approve SCC staff bonuses as presented.

- b. SCC Staff Pay scale update

Action Item #19 Approve SCC pay scale update as presented.

- c. SCC Director scale update

Action Item #20 Approve SCC Director pay scale update as presented.

XX. ADJOURNMENT

The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, December 26th, 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.