



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, February 27, 2024 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
Alexa Dixson-Griggs	General Manager

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 6:33 PM and was held in person and via Zoom link.
- II. **ROLL CALL** – Director Conklin, Director Martz and Director Wright were present in person at the Silverado Community Center. Director Nelson present via Zoom.
- III. **PUBLIC COMMENTS** – Non-agendized items
- IV. **CONSENT CALENDAR** – Jo Marie Varela

1st Action: Director Conklin makes motion to approve and file minutes of the [SMRPD General Board Meeting Dated January 23, 2024](#) as presented. Motion seconded by Director Wright. All Directors present voted aye. Motion passes.

I. **OTHER DISTRICT BUSINESS**

- a. LAFCO Presentation
 - i. [Kick off letter](#)

Public Comment:

Doug Davert: LAFCO representative presented to the Board to request feedback from the community.

- Discussed SMRPD's sphere of influence. and noted that SMRPD and how a section had been removed and given to Orange when it looked like it would be developed. Suggested that, if we would like to have that section restored, now that the development has been stopped, it will be easier and more efficient if we request this as part of our MSR (Municipal Service Review).
- Discussed the LAFCO budget and how, in the past, a high reserve level that has helped minimize dues increases.
- Noted that one third of LAFCO's coverage is special districts in California.
- Discussed the Initiative 1935 and noted that the courts will likely strike it down and not make it on the November ballot.

James Fisler: Presented and noted that he has been on LAFCO since 2011 and confirmed that LAFCO is trying to be more of a resource. As an example, described the quarterly newsletters. Noted that, on March 11, 2024, LAFCO will send out nomination requests.

Board Comments:

Director Wright: Asked about the upcoming LAFCO budget meeting. Inquired as to what the criteria are for decisions on sphere of influence. Inquired about Initiative 1935 regarding special district fee structure.

- b. CSDA website about Initiative 1935
 - i. <https://www.csdanet.net/advocate/take-action/voterlimitations>

II. FACILITY RENTAL AGREEMENTS

- a. Rentals – Jo Marie Varela
 - i. New for approval
 1. February 11, 2024 – Community Superbowl Viewing – Hunt Bldg
 2. March 09, 20234 – 1st Rattlesnake training
 3. Spring Canyon Clean Up - Prefers Sat 4/27 so it coincides with the Flea Market
 4. Silverado Easter Pancake Breakfast – Fri 3/29-Sun 3/31 – need paperwork from station 14
 5. Red Cross Blood Drive – Tuesday June 4th
 - a. Need to coordinate with music and ICL meeting
 6. Medieval Enactment Request
 - a. I'm part of a medieval reenactment group called the Society for Creative Anachronism (SCA), a 501c3 nonprofit educational organization, and we're always keeping an eye out for sites to use for various activities or events.
 - b. Typically in our organization we have get togethers (called guild meetings), which are free and open to the public. In these we practice various skills from before the 1600s. These can range from sewing costumes, to practicing calligraphy, wood working, metal casting, historical discussions, and so on. We also host "fighter practices" (currently at a public park in Huntington Beach). There are two groups: the heavy armored fighters who use wooden swords, and the light armored fighters who use blunt tipped fencing swords ("live steel" or sharp weapons are NOT allowed)
 - c. Usually we hold meetings in peoples' homes, but I was curious about the possibility of using the Silverado facilities (both indoor and outdoor) for various activities, and what the parks and rec department would be comfortable with trying. This could potentially be once or twice a year, or even more frequently depending on interest levels. They would of course be open to the public to attend and take part.
 - d. Links to our websites: Gyldenholt (Orange County branch of the SCA) <https://places.sca-caid.org/gyldenholt/> | <https://www.sca.org/>
 - i. [Fighter training details](#)
 7. Modjeska Mountain Lion Presentation
 - a. Lori Whalen, Assistant Director of the Environmental Nature Center Tucker Wildlife Sanctuary
 - b. requesting partnership to offer a Mountain Lions in OC presentation at Silverado Community Center potentially on March 19. The speaker would be Korinna Domingo - Founder & Director of the COUGAR CONSERVANCY.
 - c. requesting fee waiver
 8. Sol Del – requesting July 28, 2024 – roller skating has been removed as an activity
 - a. [Proposal](#)
 - b. Requested access to the kitchen

Public Comments

Gabby: Discussed the Sol Del event. Confirmed that the event would be free for the community. Requesting a July date, rather than August. Requesting use of the building for cold storage as well as an indoor quiet space.

Board Comments:

Director Wright: Discussed community comments about the medieval enactment. Requested that we inquire about size of event. Noted that they can apply with a detailed application and the Board review again. Given the nature of the activities of the event, the sponsors would need to provide Liability insurance.

Director Martz: Noted that their website says the event draws hundreds. Discussed attending another one of their events before we vote to approve this.

2nd Action: Director Wright makes motion to approve new Facilities Rental Agreement requests, with exception of Medieval Enactment request as presented. Motion seconded by Director Conklin. Director Nelson sustained due to zoom issues. All Directors present voted aye. Motion passes.

III. SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE – Laurie Briggs

- a. Minutes from [January 2024](#) - Feb 2024 meeting cancelled

Board Comments:

Director Conklin: Discussed the challenges at SCC currently with staffing. Noted that the school is doing well.

- b. SCC Program Report - Laurie Briggs
- c. Friends of Silverado Children's Center Updates – Sarah Pizzarusio
 - i. Report
- d. Facility - Laurie Briggs
 - i. Roof repairs
 - ii. Front playground safety concern

Public Comments:

Steve Reighart: Noted that the county inspected the SCC property and the report is in. Noted that the roof repairs have been approved and are pending scheduling.

IV. TREASURER'S REPORT –

- a. SMRPD & SCC financial notes –
 - i. Treasurer Report - [SMRPD Jan](#)

Board Comments:

Director Conklin: Noted that SMRPD had a good month and the grant funds are starting to come in from the playground. Discussed the pending ADA access for Modjeska, bench and gate. Discussed discrepancy that will reflect in next month's financials since a \$94k check was incorrectly deposited into SCC rather than SMRPD account.

- ii. Treasurer Report – SCC Jan

Board Comments:

Director Conklin: Noted that SCC financials are delayed due to staffing issues and will be included in next month's agenda.

3rd Action: Director Conklin makes motion to approve and file Financials for [SMRPD Jan 2024](#) as presented. Motion seconded by Director Wright. All Directors present voted aye. Motion passes.

Action Item #4: Approve and file Financials for SCC Jan 2024 – Tabled.

V. FINANCE COMMITTEE-

- a. Finance Committee Minutes [February 2024](#)

Board Comments:

Director Conklin: Discussed recent auditor bid, noted that they have agreed to a 4 year contract at a cost savings as compared to prior auditor. Noted that there is only a remainder of \$10k to Gametime, pending the bench installation. Noted that bill.com is in process of being implemented to assist with making payments more efficiently. Bank of America denied credit cards to SMRPD since they do not issue credit cards to government entities.

Director Wright: Discussed N&N auditor bid and proposal. Noted that they have a special districts specialist on staff to assist with our needs.

- b. Capri Estimated Payroll form due 3/1/2024 – pending

Public Comments:

Alexa Dixon: Requested to discuss with Directors so that she can submit before due date.

Scott Breedan: Inquired if we still have debit cards for staff.

- c. Update on Auditor search
 - i. [N&N bid](#)

5th Action: Director Wright makes motion to approve appointment of N&N as auditor as presented. Motion seconded by Director Conklin. All Directors present voted aye. Motion passes.

- d. Gametime Invoice Discussion – 2nd invoice received
 - i. Issue payment less \$10k until Modjeska bench is complete

Board Comments:

Director Wright: Noted the pending bench installation.

6th Action: Director Wright makes motion to approve partial payment of Gametime invoice in amount of \$93,932.17 as presented. Motion seconded by Director Conklin. All Directors present voted aye. Motion passes.

- e. Abbey Lease

Board Comments:

Director Nelson: Confirmed that the lease amendment was sent to Fr. Miguel and followed up with his assistant Tony. Noted that this is pending a response from the Abbey.

7th Action: Director Wright makes motion to approve lease amendment with prepayment for 10 years of \$100, conditional on their approval, as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

VI. AD HOC COMMITTEE CAPRI ONSITE VISIT

- a. Committee meeting minutes [February 2024](#)
- b. Onsite visit by CAPRI is scheduled for Monday, April 29th starting at 10:30 AM

Board Comments:

Director Wright: Discussed the recent website updates in anticipation of Capri visit.
Confirmed that Phil McWilliams has accepted the appointment as the SMRPD ADA Director. Capri scheduled visit for April 29, 2024.

VII. FACILITIES/SAFETY/MAINTENANCE COMMITTEE

- a. Committee meeting Minutes [February 2024](#)
- b. Per Capita Grant – Playground status updates
- c. Modjeska walkway repairs – update (Board approved up to \$30k 8/25/23)
- d. Riviera Barriers

Board Comments:

Director Wright: Noted that the county money has come in so these delayed purchases can move forward. Discussed coordinating with Tony from the Abbey.

Director Conklin: Noted that she would like this postponed until all playground expenses are realized.

Action Item #8: Approve purchase of sawhorses for Riviera barriers up to \$4,000 as presented – Tabled.

- e. AED units

Board Comments:

Director Wright: Noted that the county money has come in so these delayed purchases can move forward. Confirmed that ICL is working with the block captains for Narcan administration as well.

Director Conklin: Requested signage added for AED, First Aid and Narcan. Requested that there is consideration on where these items are placed. Discussed placing a centralized cabinet for these types of items.

Public Comments:

Steve Reighart: Discussed a presentation from Don Wagner for Narcan along with class so that SMRPD will be an approved station to administer Narcan. Confirmed that he has been certified.

9th Action: Director Conklin makes motion to approve purchase of AED units as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

VIII. RECREATION COMMITTEE

- a. Committee meeting Minutes [February 2024](#)
- b. Senior Services Lunch Bunch – update
- c. Flea Market Status – update

Public Comments:

Steve Reighart: Discussed recent money box that was located in the kitchen.

Board Comments:

Director Martz: Discussed senior services lunch bunch and success with the new hire. Discussed Naturalist for You program scheduled.

Director Wright: Discussed Frances receipts for the lunch bunch services.

Director Conklin: Discussed yoga request for more days. Linda T teaches via zoom but would like to open back up to T & Th 9-10:30 am in Modjeska. Noted that we need coordinate with ceramics. Requested that Linda be sent the volunteer forms for execution.

IX. COMMUNICATIONS COMMITTEE

- a. Next Committee meeting in April 2024

X. INSURANCE COMMITTEE

- a. Next Committee meeting March 2024

XI. FUNDRAISING

- a. Next Committee meeting in April 2024

XII. OPEN SPACE

- a. Next Committee meeting in March 2024

XIII. PERSONNEL

- a. Next Committee meeting in May 2024

Board Comments:

Director Conklin: Requested that this be moved to June for annual reviews.

XIV. PUBLIC COMMENTS

Zach Duprey: Discussed the hamburger stand for May.

XV. BOARD COMMENTS

XVI. CLOSED SESSION

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

Closed session started: 7:44pm

Closed Session Ends: 8:04pm

Board voted to allow SCC to provide an employment agreement for new teachers that includes a healthcare option, at SCC director's discretion.

XVII. ADJOURNMENT– Meeting adjourned at 8:09PM

The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, March 26, 2024 at the Silverado Community Center.