



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 28, 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.

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

Jim Fisler: Discussed LAFO and that his opponent dropping out of the race but ballots still need to be cast.

- IV. **CONSENT CALENDAR** – Jo Marie Varela

Action Item #1: Approve and file minutes of the [SMRPD General Board Meeting Dated April 23, 2024](#) as presented.

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

I. **FACILITY RENTAL AGREEMENTS**

- a. Rentals – Jo Marie Varela
 - i. Is there a 4th of July event this year?

Public Comment:

Jenny Scott: Inquired as to who will be sponsoring the hotdogs, ice cream for an event after the parade.

Board Comments:

Director Nelson: Requested that we add a place holder to the calendar and a vote for \$500 sponsorship in June.

- ii. New for approval
 - 1. 3rd Rattlesnake training – 6/6/24
 - 2. Red Cross Blood Drive – Amazon Promotion – Monday Aug 12th (Hunt Bldg)
 - 3. End of Life Community Event – Karen Hunt
 - a. Death over Cookies request – Karen Hunt – SMRPD sponsorship request

2nd Action: Director Conklin makes motion to approve new Facilities Rental Agreement requests as presented. Motion seconded by Director Nelson. All Directors present voted aye. Motion passes.

- iii. Home School request
 - 1. Requested additional details and facility use paperwork
 - 2. homeschool program starting up. Does the homeschool want to (a) put on an event like the marker's market for their students to sell items and they are looking for a space, or (b) are they interested in hosting an event open to everyone.
 - 3. [Attachment](#)

Board Comments:

Director Martz: Noted that this is on hold.

- iv. Medieval Enactment Request
 - 1. Update: Board approved 3/26 contingent on liability insurance, \$200 deposit and video of metal work

II. SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE – Laurie Briggs (on vacation)

- a. Minutes from [May 2024](#)
- b. SCC Program Report - Laurie Briggs
- c. Friends of Silverado Children's Center Updates – Sarah Pizaruso
 - i. Report

Public Comments:

Sarah Pizaruso: Discussed the upcoming Wheelie Fun Fest and new paint shed. Noted that Elizabeth will be point of contact for enrollment. Inquired as to who will post the SCC budget to meet requirements.

- d. [Draft SCC Budget](#)

3rd Action: Director Conklin makes motion to approve posting of SCC budget for 30 days before voting for approval as presented. Motion seconded by Director Nelson. All Directors present voted aye. Motion passes.

- e. Facility - Laurie Briggs
 - i. 2 new goats have been adopted
 - ii. Fence to split main yard
 - iii. Roof repairs – Aug
 - iv. Front playground safety concern – in progress

III. TREASURER'S REPORT –

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

Public Comments:

Alexa Dixson-Griggs: Requested more details on the playground revamp in the budget. Discussed grants being applied for.

Sara Pizaruso: Noted that the SCC treasurer report is comparing expenses to last years expenses not the 2023 SCC budget.

Board Comments:

Director Conklin: Read aloud the SMRPD treasurer report. Read aloud the SCC Treasurer report. Discussed that the SCC treasurer report is not comparing the expenses to the budget and that Brad from QBCure is working on of Quickbooks records.

4th Action: Director Nelson makes motion to approve and file Financials for SMRPD [April Financials](#) as presented. Motion seconded by Director Wright. All Directors present voted aye. Motion passes.

5th Action: Director Nelson makes motion to approve and file Financials for SCC [April Financials](#) as presented. Motion seconded by Director Wright. All Directors present voted aye. Motion passes.

IV. FINANCE COMMITTEE-

- a. Finance Committee Minutes [May 2024](#)
- b. Employee Credit Cards - 5 Star Bank

Board Comment:

Director Conklin: Noted that the preference to obtain credit cards from Bill.com.

Action Item #6: Approve application for new employee credit card through 5 Star Bank as presented. TABLED

- c. Update from Auditor

Board Comments:

Director Wright: Discussed recent auditor meeting and waiting for last steps.

- d. Draft SMRPD Budget
 - i. [Draft 24-25 budget](#)
 - ii. [Last 12 month financials](#)

7th Action: Director Nelson makes motion to approve proposed SMRPD budget for posting for 30 day requirement as presented. Motion seconded by Director Conklin. All Directors present voted aye. Motion passes.

- a. Fire Authority Invoice to approve
 - iii. "M150 Base Fee, AP21R Assembly 300 occupants- Issued on 4/12/2024."

8th Action: Director Wright makes motion to approve payment of Fire Authority invoice for \$525 as presented. Motion seconded by Director Nelson. All Directors present voted aye. Motion passes.

- b. Abbey Lease – update

Board Comments:

Director Nelson: Noted that Father Miguel still has the fencing and signage on the Abbeys agenda to review.

V. AD HOC COMMITTEE CAPRI ONSITE VISIT

- a. Committee meeting minutes [April 2024](#)
- b. Onsite visit by CAPRI results – 98% - excellent rating
 - i. [Site Visit Report](#)

Board Comments:

Director Nelson: Noted that Capri would like a playground specific safety checklist each quarter.

- c. Close Ad Hoc Committee

9th Action: Director Nelson makes motion to approve closure of Ad Hoc Capri Onsite Committee as presented. Motion seconded by Director Wright. All Directors present voted aye. Motion passes.

VI. FACILITIES/SAFETY/MAINTENANCE COMMITTEE

- a. Committee meeting Minutes [May 2024](#)
- b. Aerate both lawns – schedule 2 week closures
 - i. Availability July 6th – July 19th (note: July 20th is a summer concert)

Public Comments:

Steve Reighart: Working with Janice from Specialized to secure dates.

Board Comments:

Director Martz: Noted that a Modjeska 6 week soccer program is set to start on July 6th.

- c. Pickle Ball
 - i. Requesting 2 new nets for Silverado
 - ii. Requesting 1 new net for Modjeska

10th Action: Director Nelson makes motion to approve purchase of 3 new nets for Silverado and Modjeska not to exceed \$500 as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

- iii. Silverado restriping
 - 1. [Updated bid](#)
 - 2.  [pickle ball court striping diagram.pdf](#)

11th Action: Director Nelson makes motion to approve Silverado pickleball courts repainting for \$1,900 as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

Public Comments:

Geoff Sarkissian: Discussed having this done through volunteer labor with SMRPD sponsoring the paint.

Board Comments:

Director Wright: Noted that this vote is securing the funds for repainting and we can use alternate contractors if Geoff S has a better proposal.

- d. Modjeska Center Improvements
 - i. [Ideas](#)

1. Identify what can be done by Steve without large purchases
2. Get pricing for larger improvements and prioritize

Board Comments:

Director Conklin: Read aloud the proposed Modjeska improvements.

Director Nelson: Requested Geoff S. prepare a quote for the requested acoustic improvements.

Public Comments:

Steve Reighart: Discussed the roof repairs needed.

Geoff Sarkissian: Discussed the acoustics of the Modjeska Community Center. Noted that adding sound absorption curtains in front of mirror would help with acoustics as well as adding sound material between the mirror.

- e. Modjeska Shredder Day
 - i. [Costs](#)

Board Comments:

Director Wright: Discussed a public shredder day is cost prohibited. Next step is to review the boxes to determine what can be disposed of and what must be shredded.

- ii. Laurie ad Alexa need to investigate how many boxes need to be shredded – perhaps some can just be recycled
- iii. Probably not going to have a general shredder day
- f. Per Capita Grant – Playground status updates
 - i. Modjeska Bench completed – remit final payment to GameTime

12th Action: Director Wright makes motion to approve final payment of \$10,000 to Gametime as presented. Motion seconded by Director Nelson. All Directors present voted aye. Motion passes.

- ii. Thank you for Rick Schultz for playgrounds

13th Action: Director Wright makes motion to approve thank you letter from the Board for new playgrounds as presented. Motion seconded by Director Conklin. All Directors present voted aye. Motion passes.

VII. RECREATION COMMITTEE

- a. Committee meeting Minutes [May 2024](#)
- b. Live Scan Resolution
 - i. Discussion as to whether volunteers pay for their own scan or if SMPRD should cover the fees

Public Comments:

Alexa Dixson-Griggs: Discussed the costs from the DOJ.

Board Comments:

Director Wright: Noted that SCC reimburses the applicants for the fees for both staff and volunteers rather than setting up a DOJ billing account.

- c. Digital signage for event promotion

Board Comments:

Director Wright: Requested that this be tabled due to the budget.

- d. Challenger Soccer program
 - i. Modjeska Program – July 6th
 - ii. Ages 2-5
- e. Lunch Bunch – update
 - i. Expenses and contributions are matching nicely – group likes the food and companionship being provided
 - ii. Discussion needed as to whether it is okay for attendees to take food to others who cannot attend.

Board Comments:

Director Conklin: Note that taking food to go would be permitted as long as they are contributing to the food expenses.

VIII. COMMUNICATIONS COMMITTEE

- a. Next Committee meeting July 2024

IX. INSURANCE COMMITTEE

- a. Next Committee meeting June 2024
- b. 24-25 GL1 certificate holder – due May 6th
 - i. [Request](#) – update

Public Comments:

Alexa Dixon-Griggs: Confirmed that this was submitted.

X. FUNDRAISING

- a. Next Committee meeting August 2024

XI. OPEN SPACE

- a. Next Committee meeting June 2024

XII. PERSONNEL

- a. Committee meeting minutes for [May 2024](#)

XIII. OTHER DISTRICT BUSINESS

- a. LAFCO Sphere of Influence – MSR needs to be submitted
- i. [Third Cycle \(2013\) MSR Determinations Summary](#)
 - ii. [OC LAFCO Central MSR SMRP Survey](#)
 - iii. [Draft response](#)
 - iv. Request for fees since last MSR

14th Action: Director Conklin makes motion to approve submission of MSR as presented. Motion seconded by Director Nelson. All Directors present voted aye. Motion passes.

- b. LAFCO - Special District voting seat election & candidate discussion
- i. [Designation](#)
 - ii. [Ballot](#)
 1. [James Fisler](#)
 2. [Joe Muller](#) - Withdrawn in favor of Fisler

Roll Call vote – Director Conklin voted for Jim Fisler, Director Martz voted for Jim Fisler, Director Nelson voted for Jim Fisler, and Director Wright voted for Jim Fisler.

Director Kuhn – absent

- iii. Voting is open between May 6 and June 10

15th Action: Director Conklin makes motion to approve Secretary to place the SMRPD vote to be placed for the LAFCO election as presented for Jim Fisler. Motion seconded by Director Nelson. All Directors present voted aye. Motion passes.

XIV. PUBLIC COMMENTS

Jenny Scott: Wished all canyon father's a Happy Father's Day.

Alexa Dixon-Griggs: Inquired as to how the quarterly safety minutes are being sent to Capri.

XV. BOARD COMMENTS

Director Martz: Discussed request from Frida for women's mental wellness for woman.

Director Conklin: Requested Frida submit more information about the requested program to be voted on next month, including any of the proposed leaders that would be involved.

XVI. CLOSED SESSION

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

Closed section begins: 7:59pm

Closed section end: 8:10pm

Board voted to approve SCC Director salary adjustments.

XVII. ADJOURNMENT – meeting adjourned at 8:15pm

The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, June 25, 2024 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.