



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](http://www.smrpd.org)

## SMRPD FINANCE COMMITTEE MEETING

Tuesday, September 17<sup>th</sup>, 2024 at 2:30 PM  
Silverado Community Center  
27641 Silverado Canyon Road

### Committee Members

**Michele Conklin:** Chair  
**Brittany Kuhn:** Treasurer

### Staff

**Brad Yochum:** Bookkeeper  
**JoMarie Varela:** Administrator  
**Alexa Dixson-Griggs** General Manager

## 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 chairperson to request comments and then unmute his or her phone, ask to make a comment, and wait for the chairperson 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. **NEW BUSINESS**

- a. Capri - 2023-2024 Final Payroll - Completed Forms Due August 30<sup>th</sup>
- b. Alexa has submitted the Art in Parks grant on 6/12, awards will be announced in September
- c. Audit – update
  - a. [Draft](#)
- d. LAFCO Sphere of Influence – MSR Survey response (see below) was submitted to LAFCO by Alexa in early June
  - a. [Third Cycle \(2013\) MSR Determinations Summary](#)
  - b. [OC LAFCO Central MSR SMRP Survey](#)
  - c. [Submitted response](#)
- e. July Calendar item
  - a. Board candidates file with OC Registrar of Voters  
No candidates have filed for our two open seats. We need to initiate the process to appoint community members to fill those seats.

### IV. **OLD BUSINESS/DISCUSSION**

- a. New bank for credit cards to replace debit cards issued to SMRPD staff – Bill.com update
- b. Financials – Brad
  - i. SMRPD
    - a. August Financials
    - b. August Treasurer Report

- ii. SCC
  - a. August Financials
  - b. August Treasurer Report
- c. SCC - ProCare Specific Summary Report –Aug Tuition Report - Laurie Briggs

- V. PUBLIC COMMENTS**
- VI. BOARD COMMENTS**
- VII. CLOSED SESSION**

**VIII. ADJOURNMENT**

**The next regular meeting of the SMRPD Finance Committee will be October 15<sup>th</sup> at 2:30 PM 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.