



*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 MONTHLY MEETING

Tuesday, December 03, 2024 at 5:30 pm  
Silverado Community Center  
27641 Silverado Canyon Road

### Board of Directors

Charles "Ted" Wright	President
Laurie Martz	Secretary
Brittney Kuhn	Treasurer
Tamara Beauchamp	Director
Melissa Malpass	Director

### Staff

Laurie Briggs:	SCC Program Director
JoMarie Varela	SMRPD Administrator
Steve Reighart:	Caretaker
Danny Ater:	Maintenance
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 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. NEW BOARD SWEARING IN
  - a. Swearing in of 2 New Board members appointed by the Board of Supervisors
- V. CONSENT CALENDAR – Jo Marie Varela

**Action Item #1: Approve and file minutes of the [SMRPD General Board Meeting Dated October 22 2024](#) as presented.**

- VI. FACILITY RENTAL AGREEMENTS
  - a. Rentals – Jo Marie Varela
    - i. New for approval –
      1. December 20<sup>th</sup> – Ward – Hunt Bldg

**Action Item #2: Approve new Facilities Rental Agreement requests as presented above.**

- VII. SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE – Laurie Briggs
  - a. November Committee Meeting – cancelled
  - b. SCC Program Report - Laurie Briggs
    - ii. November Program Report
    - iii. Procure Report – November
  - b. SCC Holiday party

**Action Item #3: Approve SCC holiday Party budget up to \$700 as presented.**

- c. Friends of Silverado Children's Center Updates
- d. Facility - Laurie Briggs
  - i. Mud Kitchen rebuild
  - ii. Plumbing – update
  - iii. Pest Control - [Orkin](#)
  - iv. New Butchertop Counter

**VIII. TREASURER'S REPORT –**

- a. SMRPD & SCC financials
  - i. SMRPD: [September Treasurer Report](#) and [October Treasurer Report](#)
  - ii. SCC: [September Treasurer Report](#) and [October Treasurer Report](#)

**Action Item #4: Approve and file Financials for SMRPD [September Financials](#) and [October Financials](#) as presented.**

**Action Item #5: Approve and file Financials for SCC [September Financials](#) and [October Financials](#) as presented.**

**IX. FINANCE COMMITTEE-**

- a. Committee Minutes from [November 2024](#)
- b. Approve \$7000 payment to Nigro & Nigro for the 2023-23 audit

**Action Item #6: Approve \$7000 payment for the 2023-24 audit as presented.**

- c. Need a discussion and vote to approve the \$837 annual dues for the California Special Districts Association

**Action Item #7: Approve \$837 CSDA annual dues as presented.**

- d. Discussion of weed abatement bill received from the Orange County Treasurer/Tax Assessor Office  
Although this bill is only for \$43.62, the address of the work listed on it is that of a neighbor of the Modjeska Community center. It is also not clear why the Community Center would have required weed abatement since the entire property is building or hardscape.

**X. OTHER DISTRICT BUSINESS**

- a. LAFCO Sphere of Influence – MSR submitted – pending results

**XI. FACILITIES/SAFETY/MAINTENANCE COMMITTEE**

- a. November Committee Meeting – cancelled
- b. Quarterly Safety Reports – need to complete in December
- c. PickleBall
  - i. Silverado repaint / restriping – updated

**XII. RECREATION COMMITTEE**

- a. Committee Minutes from [November 2024](#)
- b. Discussion of software to take event registrations (and possibly sell tickets) – TABLE until December meeting
- c. Discussion of payment software to collect fees– TABLE until December meeting

**XIII. COMMUNICATIONS COMMITTEE**

- a. Next Committee meeting April 2025

**XIV. INSURANCE COMMITTEE**

- a. Next Committee meeting December 2024

**XV. FUNDRAISING**

- a. Next Committee Meeting - December 2024

**XVI. OPEN SPACE**

- a. Next Committee meeting December 2024

**XVII. PERSONNEL**

- a. Next Committee meeting May 2025
- b. JoMarie Varela has indicated that she feels the need to leave her position as SMRPD Administrator. Discussion of ways to replace the important functions that she does for us in this position.

**Action Item #8: Approve job posting for Administrator position as presented.**

**XVIII. INITIAL DISCUSSION OF BOARD OFFICER POSITIONS**

- a. Discuss 2025 Board positions: President, Vice President, Secretary, and Treasurer – to be voted on at December meeting

- b. Discuss 2025 committees and committee assignments – to be voted on at December meeting
- c. Pick a date for the December board meeting.

**XIX. PUBLIC COMMENTS**

**XX. BOARD COMMENTS**

**XXI. CLOSED SESSION**

- a. Labor Negotiations pursuant to Govt. Code Section 54957: District Negotiator: Ted Wright; staff gifts

**II. ADJOURNMENT**

**The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, December 17, 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.