



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, June 25, 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 6:35 PM and was held in person and via Zoom link.
- II. **ROLL CALL** – Director Conklin, Director Martz, Director Wright were present in person at the Silverado Community Center.
- III. **PUBLIC COMMENTS** – Non-agendized items
- IV. **CONSENT CALENDAR** – Jo Marie Varela

Public Comments:

Mike Boeck: Discussed recent items Marsha Judd donated, including art supplies for the community center.

1st Action: Director Conklin makes motion to approve and file minutes of the [SMRPD General Board Meeting Dated May 28, 2024](#) as presented. Motion seconded by Director Wright. All Directors present voted aye. Motion passes.

I. FACILITY RENTAL AGREEMENTS

- a. Rentals – Jo Marie Varela
 - i. 4th of July event – sponsorship request to cover band, sound and food

Board Comments:

Director Wright: Discussed the 4th of July event.

2nd Action: Director Wright makes motion to approve sponsorship of up to \$500 for a community 4th of July event as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

ii. New for approval

- 1. 3rd Rattlesnake training – 6/6/24 – sold out with large wait list, will schedule next event
- 2. Maloof – Grass & Playground w/bounce house – June 21st
- 3. Ward Building Request during grass closure – July 19th
- 4. Ward Building Request – August 5th
- 5. Mark Levy – Hunter Education Program – Aug 10th Bldg B
- 6. Ward Building Request – December 7th
- 7. Red Cross Blood Drive – Amazon Promotion – Monday Aug 12th (Hunt Bldg)
- 8. Del Sol – July 28th – questions
 - a. Our Sound and Lighting Techs for Sol-Do would like to know how many watts of power the main stage and any other outdoor outlets can supply. Any information you may have would be very

helpful.

Ted responded to this request

- b. There is also one food supplier who has asked if they could prepare their juices in the kitchen space. I know the kitchen is included in this year's venue request which we had originally planned to use only for cold storage. They would bring their own kitchen tools for cutting fruits and vegetables for their juices and we would ensure proper clean up along with the rest of the venue space throughout and after the event. We wanted to inform you in case there are any questions or concerns we can address with our food supplier before we approve their request for using the kitchen space.

9. OC Public Library – Modjeska

- a. [Flyer](#)

Action Item #3: Approve new Facilities Rental Agreement requests as presented above.

3rd Action: Director Wright makes motion to approve new Facilities Rental Agreement requests as presented above. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

iii. 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 [June 2024](#)
- b. SCC Program Report - Laurie Briggs
- c. Friends of Silverado Children's Center Updates – Sarah Pizaruso
 - i. Report
- d. [Draft SCC Budget](#) – posting will complete for approval at July Meeting
- e. Facility - Laurie Briggs
 - i. Roof repairs – scheduled in Aug

Board Comments:

Director Wright: Discussed the progress on the front hill along with a fence. Draft budget has been posted, still pending the 30 day requirements for posting in July.

III. TREASURER'S REPORT –

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

Board Comments:

Director Conklin: Read the treasurer reports aloud. Noted more staff for SCC and the increase in wages over the past year.

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

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

IV. FINANCE COMMITTEE-

- a. Finance Committee Minutes [June 2024](#)
- b. Fair Banner / stickers Reimbursement – Kevin Topp

6th Action: Director Wright makes motion to approve reimbursement of up to \$300 for fair banner and stickers as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

c. Scanner for Alexa to work remote

- i. Brother Wireless Portable Compact Desktop Scanner, Model ADS-1250W, Cost to order from Amazon is \$220.

7th Action: Director Wright makes motion to approve purchase of scanner for SMRPD General Manager of up to \$250 as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

d. Transfer from County Checking - \$47,800

8th Action: Director Wright makes motion to approve Resolution [#06252024-01](#) for the transfer of \$47,800 from the SMRPD County checking to the SMRPD Bank of America account as presented. Motion seconded by Director Martz. Director Wright voted aye. Director Martz voted aye. Director Conklin voted aye. Motion passes.

- e. Allocation of QBcure and Bill expenses between entities

- i. SCC pays \$800 of the QBcure expense plus their charges on Bill.com. SMRPD pays the rest of QBcure expenses and their Bill.com charges

9th Action: Director Wright makes motion to approve allocation of QB Cure charge between SMRPD and SCC as presented. Motion seconded by Director Conklin. All Directors present voted aye. Motion passes.

- f. QB Cure Invoice for Approval
 - i. [Invoice](#)

10th Action: Director Wright makes motion to approve payment of QB Cure invoice as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

- g. Employee Credit Cards - 5 Star Bank – tabled until July
- h. Update from Auditor
- f. Draft SMRPD Budget – posting will complete for approval at July Meeting
 - i.
 - i. [Draft 24-25 budget](#)
 - ii. [Last 12 month financials](#)

Board Comments:

Director Wright: Posting is live and will be available to vote on in July.

- j. Abbey Lease – update

V. FACILITIES/SAFETY/MAINTENANCE COMMITTEE

- a. Committee meeting Minutes [June 2024](#)
- b. Quarterly Inspection reports
 - i. Silverado
 - ii. Silverado Children’s Center
 - iii. Modjeska
 - iv. Playgrounds

Public Comments:

Steve Reighart: Inspections have been completed and reports will be completed by the next committee meeting.

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

- c. AED purchase
 - i. [Quote #1](#) - \$4,526
 - ii. [Quote #2](#) - \$3,923

Board Comments:

Director Wright: Discussed the AED quote options and noted that the more expensive option is the better option since the equipment allows for a smooth transition between children and adults. Noted that this was not included in next year’s budget and so this purchase might put SMRPD over budget for the coming year, so this would come out of reserves. Discussed how the cabinets are alarmed to help prevent misuse of the equipment.

Director Conklin: Discussed potentially mailing the Saddle Crest and Santiago Estates residence a letter letting them know that SMRPD has 2 community centers available to rent to help boost rental income.

12th Action: Director Wright makes motion to approve purchase of 2 AED units with storage cabinet and required signage for up to \$4,600 as presented on Quote #1. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

- d. Modjeska Lawn – Gophers (to be serviced by Doug Sweeney)

Board Comments:

Director Wright: Discussed the gopher problems and the contract with Doug Sweeney for 3 months of service.

13th Action: Director Wright makes motion to approve hiring of service to help with gophers in Modjeska as presented; max \$400. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

- e. Modjeska Weed Abatement
 - i. Specialized - [Invoice](#)
 - ii. Moreno - [Invoice](#)

Public Comments:


Jenny Scott: Noted that Specialized has been a vendor in the canyon for 30 years and would like to see that we continue to support local community businesses.

Francesca Duff: Noted that the Moreno bid looks like a good option.

Board Comments:

Director Wright: Discussed both quotes. Noted that Moreno could not complete until mid-July.

14th Action: Director Wright makes motion to approve Modjeska Weed Abatement Invoice from Moreno for up to \$3500 as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

- f. PickleBall
 - i. Silverado repaint / restriping
 - 1. Geoff Quote - \$250 approx
 - 2. [Updated bid](#)
 - 3.  [pickle ball court striping diagram.pdf](#)

Board Comments:

Director Wright: Discussed Geoff Sarkisian's proposal for the courts.

15th Action: Director Wright makes motion to approve Silverado pickleball courts repainting for up to \$350 by community members as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

VI. RECREATION COMMITTEE

- a. Committee meeting Minutes [June 2024](#)
- b. Instagram sponsored posts

Board Comments:

Director Wright: Discussed the recent Instagram post for the concert and the increased amount of reach.

16th Action: Director Martz makes motion to approve Director Nelson to charge up to \$150 on sponsored posts to promote SMRPD events on the Administrator debit card as presented. Motion seconded by Director Wright. All Directors present voted aye. Motion passes.

- c. Modjeska Shakespear Players LLC – Dion

Public Comments:

Dion Sorrell: Discussed the Shakespear program at the Modjeska house and proposal to expand the program into Silverado and SMRPD. Discussed offering this bi-monthly for \$75 per session from SMRPD and participants pay \$5 each towards the subsidization. Available to begin program immediately.

Board Comments:

Director Martz: Discussed approving the program for a specified amount of time, possibly 6 months.

Director Conklin: Discussed starting in September.

17th Action: Director Wright makes motion to approve new theater program and SMRPD subsidization for up to 6 months with a maximum subsidization of \$900 as presented. Motion seconded by Director Martz. All Directors present voted aye. Motion passes.

- d. Rock & Roll Reptile program

Board Comments:

Director Martz: Discussed potential reptile program and potentially include SCC this summer.

18th Action: Director Conklin makes motion to approve SMRPD sponsorship of reptile event of up to \$350 as presented. Motion seconded by Director Wright. All Directors present voted aye. Motion passes.

- e. Pig Yoga in the Park

Action Item #19: Approve new program of pig yoga in the park as presented. TABLED.

- f. Challenger Soccer program
 - i. Modjeska Program – July 13th
 - ii. Ages 2-6

VII. COMMUNICATIONS COMMITTEE

- a. Next Committee meeting July 2024

VIII. INSURANCE COMMITTEE

- a. Committee meeting Minutes [June 2024](#)

IX. FUNDRAISING

- a. Next Committee meeting August 2024

X. OPEN SPACE

- a. Next Committee meeting October 2024

XI. PERSONNEL

- a. Next Committee meeting October 2024

Board Comments:

Director Conklin: Confirmed that meeting was held with SCC Director.

XII. OTHER DISTRICT BUSINESS

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

Board Comments:

Director Wright: Noted that the financial summary is correct but could be misleading. Noted that 2022-2023 and expenses in the two previous years were reduced due to Covid. As a result, the summary appears to suggest that District expenses have reduced substantially; however, looking at the last two years, this is clearly not true. He also noted that it is still an interim document.

Public Comment:

Jenny Scott: Inquired if the summary was available for the public to review.

XIII. PUBLIC COMMENTS

Alexa Dixon-Grigg: General Manager summit feedback was focused on building funding options through grants.

XIV. BOARD COMMENTS

Director Martz: Noted that there is a program Sunday by Karen Hunt, Death over Cookies for the community.

XV. CLOSED SESSION

XVI. ADJOURNMENT– meeting adjourned at 7:58pm

The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, July 23, 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.