



*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, October 22, 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 called to order at 6:30pm.
- II. **ROLL CALL** – Director Martz, Director Nelson and Director Wright were present in the community center.
- III. **PUBLIC COMMENTS** – Non-agendized items
- IV. **CONSENT CALENDAR** – Jo Marie Varela

### **Board Comments:**

Director Wright: Requested items to add to agenda:

- Country Fair recap
- Schedule for November meetings
- Director Wright upcoming travel plans

Director Martz: Requested a few additional topics for recreation discussion

**Action Item #1: Approve and file minutes of the [SMRPD General Board Meeting Dated September 24 2024](#) as presented. Director Wright makes motion to approve. Director Nelson seconded motion. All Directors presented voted aye. Motion passes.**

### **I. FACILITY RENTAL AGREEMENTS**

- a. Rentals – Jo Marie Varela
  - i. New for approval –
    1. Thanksgiving Potluck – discuss sponsorship for vote at main meeting

### **Board Comments:**

Director Wright noted that last year SMRPD contributed \$500 and requested that we ask for donations for the event so that less is subsidized by SMRPD.

2. Nov 8<sup>th</sup> Entire facility request – Kristina Snyder – celebration of life
  - a. Fee and insurance waiver request
3. Nov 9<sup>th</sup> Bldg A request – Frances Garcia
4. Nov 10<sup>th</sup> Entire facility request – Adrian – celebration of life
  - a. Fee and insurance waiver request
5. Jan 18<sup>th</sup> – Celebration of Life request – Kevin Topp request
  - a. Fee and insurance waiver request
6. Red Cross Request – 12/24/24 – should we propose another day – reject this date due to holiday

7. Death over Pizza Event – Karen Hunt request – 10/20 is booked – now has a November date
  - a. SMRPD sponsor request Death over Pizza Event – Karen Hunt request – 11/24 new date request
  - b. SMRPD sponsor request

**Board Comments:**

Director Wright noted that fees and insurance can be waived for all 3 celebration of life requests for canyon residents.

**Action Item #2: Approve new Facilities Rental Agreement requests as presented above. Director Wright makes motion to approve. Director Nelson seconded motion. All Directors presented voted aye. Motion passes.**

**II. SILVERADO CHILDREN’S CENTER (SCC) OVERSIGHT COMMITTEE – Laurie Briggs**

- a. Committee Minutes from [October 2024](#)
- b. SCC Program Report - Laurie Briggs
  - i. [Oct Program Report](#)
  - ii. [ProCare Report – Oct](#)
  - iii. [Pro Care Report- Sept](#)

**Board Comments:**

Director Wright: Discussed recent progress at the center. Also, discussed their interest for a grant to replace their playground.

**Public Comments:**

Kevin Topp: Noted that bands that play for the summer concert are permitted to hold CD release events at no charge.

- c. Computer used for the process of employees clocking in/out has failed

**Action Item #3: Approve costs to replace computer and software required up to \$350 as presented. Director Wright makes motion to approve. Director Martz seconded motion. All Directors presented voted aye. Motion passes.**

- d. Board needs to approve a \$1500 expenditure for termite treatment under the large building

**Action Item #4: Approve up to \$1500 for termite treatment at SCC as presented.**

**Director Wright makes motion to approve. Director Nelson seconded motion. All Directors presented voted aye. Motion passes.**

- e. Friends of Silverado Children’s Center Updates
- f. Facility - Laurie Briggs

**III. NEW TECHNOLOGY INITIATIVES**

- a. Discussion of software to take event registrations (and possibly sell tickets)  
There are many online products available for this with different pricing structures and features. Four that span the range of what might make sense for the district include
  - i. GiveButter - <https://givebutter.com/>
  - ii. RSVPify - <https://rsvpify.com/>
  - iii. SimpleTix - <https://www.simpletix.com/>
  - iv. Zeffy – <https://www.zeffy.com/>
- b. Discussion of a system to collect online payments at SMRPD events – e.g., Square, Venmo, Zelle  
Should we set up an ad hoc committee to consider these options and make recommendations (or refer this to the Finance committee)?

**Board Comments:**

Director Wright: Discussed need for event platform to accept payments and reservations.

**IV. TREASURER'S REPORT –**

- a. SMRPD & SCC financial notes – September financials delayed due to issues with Nexus payroll provider
  - i. September Treasurer Report - SMRPD - TBD
  - ii. September Treasurer Report – SCC - TBD

**Board Comments:**

Director Wright: Discussed recent payroll issues and corrections needed to finalize financials.

**V. FINANCE COMMITTEE-**

- a. Committee Minutes from [October 2024](#)
- b. SMRPD received two checks from the state for \$15,743.00 (Silverado) and \$34,796.00 (Modjeska). These are the final payments reimbursing what we spent on the playgrounds.
- c. Reimbursing the discounts for children of canyon residents - [estimate from SCC](#)

**Board Comments:**

Director Nelson: Inquired as to how these payments would be made going forward, suggested quarterly.

**Action Item #5: Approve reimbursement to SCC for canyon student discounts by SMRPD as presented.**

**Director Wright makes motion to approve. Director Nelson seconded motion. All Directors presented voted aye. Motion passes.**

- a. Waste management payment discussion

**Board Comments:**

Director Wright: Noted that this has been discussed and can be removed from agenda.

- b. NexusHR discussion

**Board Comments:**

Director Wright: Discussed recent errors made by Nexus and the costs associated with the recent mistakes. Noted that we should explore hiring a new HR company to start January 01, 2025. Noted that QuickBooks has a payroll arm we may want to consider, as well as PayChex and Gusto.

**VI. OTHER DISTRICT BUSINESS**

- a. LAFCO Sphere of Influence – MSR submitted – pending results
- b. Board candidates file with OC Registrar of Voters
  - i. [Board of Supervisor letter](#)
  - ii. Discuss SMRPD appointing two community members to fill those seats.
    - 1. Submit names of interested parties to Supervisor Wagner’s office – decision to be made on 11/8/24
    - 2. To be qualified for this appointment, a candidate must be a qualified registered voter within the boundaries of the Silverado-Modjeska Park and Recreation District, which is located in Silverado and the Unincorporated Community surrounding it. Additionally, a candidate may not be the general manager, the treasurer, or any other compensated employee of the Recreation and Park District. The Registrar of Voters will verify the voter registration of any candidate who is nominated for this appointment.

**Board Comments:**

Director Wright: Provided summary statements from 4 people are willing to be considered for the two open seats. Director Wright discussed Tamara Beauchamp and her involvement with managing large budgets. Noted that Melissa Malpass is also interested in being on the Board and promoting children’s programs. Eric Stacey, a Modjeska resident retired engineer is interested in access to wilderness areas. Michael Veercamp is also interested in the position with a career in entertainment.

Director Nelson: Discussed ranking the candidates.

**Public Comments:**

Linda May: Provided information about J.J. Galvez, a Silverado resident who is also interested. She also alluded to a second person.

[File with statements from the 5.](#)

**Action Item #6: Approve submission of two Board candidates to Supervisor Wagner as presented.**

**Director Wright makes motion to email AL Tello to pass on the 5 candidate names and priorities for the Supervisors review. Director Nelson seconded motion. All Directors presented voted aye. Motion passes.**

- c. Selection for the CAPRI at-large ballot
  - i. This is an election year for the CAPRI Board of Directors. Nominations for the two (2) At-Large seats closed on October 4, 2024 and we received four (4) nominations. Click on each name below to learn more about the candidates.  
- 2024 At-Large Candidates:
    - 1. [Jill Nunes, Cordova Recreation & Park District \(Incumbent\)](#)
    - 2. [Natalie Wong, Hayward Area Recreation & Park District](#)
    - 3. [Mathew Fuzie, Livermore Area Recreation & Park District \(Incumbent\)](#)
    - 4. [Kylie Felicich, Mendocino Coast Recreation & Park District](#)
  - ii. Per the CAPRI Bylaws, each participating member district shall have one (1) vote for each position to be elected. Therefore, **your District may submit one (1) ballot with up to two (2) candidates selected.** The two (2) individuals receiving the highest number of votes shall be elected to serve on the CAPRI Board.

**Board Comments:**

Director Wright: Noted that Mathew Fuzie may be less qualified than the other candidates. Suggested supporting Jill Nunes and Kylie Felicich.

Director Nelson: Agreed that Fuzie seemed less qualified and supported Felicich

**Action Item #7: Approve SMRPD Board votes for two new candidates selects as presented above.**

**Director Wright makes motion to approve. Director Nelson seconded motion. All Directors presented voted aye. Motion passes.**

- d. CSDA Bylaws approval
  - i. The last CSDA bylaws updates were made in 2021 with the primary changes being Rights of Regular Membership, Retiree Membership, use of “member”, Procedure for Termination of Membership, Annual Report, and dual directorships with CSDA’s Alliance partner, Special District Risk Management Authority (SDRMA).
  - ii. Following receipt of feedback and suggestions over the last few years from members, CSDA has conducted a review of the CSDA Bylaws making the necessary updates as well as additions or improvements. There are numerous verbiage and grammar updates as well as more significant proposed updates that include:
    - 1. Clarification that Retired Members as non-voting members

2. Clarification related to termination of membership
3. New Section under Article III, Section 2: Early Assumption of Office
4. New Section under Article III, Section 2: Change in Regular Voting Member Affiliation
5. Update noticing, balloting and election timeframes to allow some additional flexibility in the Board election process
6. New Section under Article III, Section 7: A CSDA director shall be disqualified from serving on the CSDA Board if they are no longer a board member or managerial employee of a Regular Member district in the Network they were elected or appointed from
7. Committee structure: amend to allow that Committee Vice-Chairs, with the exception of the CSDA Finance Corporation Committee, may be individuals from Regular Members districts in good standing
  - iii. A full copy of the CSDA Bylaws, including the tracked changes are [linked here](#).

**Action Item #8: Approve SMRPD Board vote of Yes as presented above.**

**Director Wright makes motion to approve. Director Nelson seconded motion. All Directors presented voted aye. Motion passes.**

## **VII. FACILITIES/SAFETY/MAINTENANCE COMMITTEE**

- a. Committee Minutes from [October 2024](#)
- b. Quarterly Safety Reports
  - i. [SCC](#)
  - ii. [Silverado](#)
  - iii. [Modjeska](#)
  - iv. [Pics](#)

### **Board Comments:**

Director Wright: Discussed a mole in Modjeska park causing minor damage.

Director Nelson: Commended Steve Reighart for all of the continued maintenance between inspections and during inspections.

**Action Item #9: Approve submission of quarterly safety reports to Carpi as presented above.**

**Director Wright makes motion to approve. Director Nelson seconded motion. All Directors presented voted aye. Motion passes.**

- c. AED purchase – update

### **Board Comments:**

Director Wright: Confirmed that this is complete and can be removed from the agenda.

- d. PickleBall
  - i. Silverado repaint / restriping – updated

### **Public Comments:**

Steve Reighart: Reported that this work is scheduled to be done this week.

## **VIII. RECREATION COMMITTEE**

- a. Committee Minutes from [October 2024](#)
- b. New Class: Modern Homesteading' offered by Keely Thompson
  - i. [Syllabus](#)
  - ii. Discuss requested reoccurring weekend dates and conflicts with private rentals
  - iii. Pending volunteer paperwork
- c. CPR class offerings by SMRPD – scheduled for Oct

### **Board Comments:**

Director Martz: Discussed upcoming Little Tykes program starting up again.

## **IX. COMMUNICATIONS COMMITTEE**

- a. Next Committee meeting April 2025

## **X. INSURANCE COMMITTEE**

- a. Next Committee meeting December 2024

## **XI. FUNDRAISING**

- a. Next Committee Meeting - December 2024

## **XII. OPEN SPACE**

- a. Next Committee meeting December 2024

## **XIII. PERSONNEL**

- a. Next Committee meeting May 2024

**XIV. PUBLIC COMMENTS**

**XV. BOARD COMMENTS**

**Board Comments:**

Director Wright: Discussed writing a letter to ICL regarding the Fair.

Director Wright: Discussed the schedule for upcoming Board meetings. Suggested moving the November Board meeting, which currently is the same week as Thanksgiving, to December 3<sup>rd</sup>. He also suggested cancelling the Committee meetings for December and moving the Board meeting forward to December 17<sup>th</sup>. HR platform will need to be decided at the December 17<sup>th</sup> meeting by the latest.

Director Wright: Discussed the need for someone to run Zoom. Alexa will be able to run Zoom, while Director Wright is out of the country from November 1 through January 10.

**XVI. CLOSED SESSION**

**XVII. ADJOURNMENT** – meeting adjourned 7:39 pm

**The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, December 3, 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.