

OAK TREE PARK AND RECREATION DISTRICT

18847 Oak Tree Road, Nevada City, CA 95959

BOARD OF DIRECTORS REGULAR MEETING

February 20, 2023

MINUTES

PRESENT: Michael Travers, Chair; Anne Solik; Mike Easter, Carol Chadima, Tom Wade

ABSENT: -

1. **CALL TO ORDER:** Meeting called to order at 6:04 PM, roll taken, five members present, quorum established. Pledge of Allegiance.
2. **PUBLIC COMMENT ON MATTERS NOT ON AGENDA:** *As per the Brown Act, members of the community are free to speak on any item of interest to the public that is within the subject matter jurisdiction of the Board. The Chair will recognize individuals who wish to speak. Comments should be directed to the Board. Each individual shall be given one opportunity to speak. Please limit your comments to five minutes*
3. **CONSENT CALENDAR:**
 - A. Approval of, February 20, 2022 Agenda – Michael Travers moved to approve the January Agenda. Anne Solik seconded. Motion approved by unanimous vote.
 - B. Approval of January 16, 2022 Minutes- Travers moved to approve the December Minutes. Solik seconded. Motion approved by unanimous vote.
4. **ANNOUNCEMENTS:** *As per the Brown Act, a Board member may make a brief announcement or report on his or her own activities. Board members may also provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.*
 - A. Anne announced that she and Michael Travers attended the Recreation Resilience zoom meeting that detailed upcoming activities and possible funding sources.
5. **REPORTS:**
 - A. Library Report; Tom Wade read the January report attached.
 - B. Board Member Reports and Projects
 - i. **Chairman of the Board Report** –Michael Travers- Insurance/Legal Matters/Facilities
 - a. Travers reported that the new HVAC had been installed.
 - b. Travers discussed the possibility of obtaining a Visa Gift Card for Sean to have on hand for incidentals at the Park, also wanted to obtain a gift certificate for L. Lester as a thank you for holding the playground equipment for a year (Willo - \$150). Anne will look into how to do that.
 - ii. **Treasurer's Report** – Anne Solik
 - a. Accounts Payable & Warrant Requests – *list of expenses owed by the district.- see attached.*
A list of warrants presented by Reese, signatures gathered. Travers motions to approve warrants as presented. Seconded by Solik. Action approved by unanimous vote.
Accounts Receivable – *funds paid to the district.*
Receivables from KidsKount, Library, t-shirts; all totaling \$ _____
 - iii. **Outreach Report** – Tom Wade reported looking into BioChar workshops for park cleanup.
 - iv. **Special Projects Reports**
 - a. **Playground Development Project Update-** Travers reports the work is complete and the gate will be installed soon, and inspection will take place imminently. Anne will start on final letter to Per Capita Grant.
 - b. **Quimby Fund Balance and account Status Report-** Solik reported that she will send the signed letter requesting \$12,500 in the Quimby Fund which can be transferred.

6. NEW BUSINESS

- A. New Projects for 2023.** Discussion about working on bids and letters for the upcoming “Visitor Safety Funds” from the county, letters due by March 20th. Michael Easter will work on bids for a new driveway with fire turnouts, bids for artificial turf for the playground, and possible electric and waterlines for the lower part of the park for fire safety. This will be three possible sources for funding for the Visitor Safety Fund.

7. OLD BUSINESS – No old business

8. NEXT MEETING: Next regular meeting is Monday March 20, 2023

9. ADJOURNMENT: Meeting adjourned at 700PM.

Christina Reese

Christina Reese, Board Secretary