

**OAK TREE PARK RECREATION DISTRICT
GENERAL FUND
FINAL BUDGET
2019 - 2020**

REVENUE

General Fund

451170	Special Tax Assesment	\$	36,000
400110	Current Secured Tax	\$	6,000
	Total Taxes		\$42,000
430100	Interest Revenue General Fund	\$	1,000
46200	Donations	\$	500
46420	Reimbursed Utility Expense	\$	9,000
46410	Rent	\$	6,000
46430	Miscellaneous Revenue	\$	600
44960	State Homeowners Exemption	\$	40
40000	Carry Over from Previous		50,000
	Total Other		\$67,140
	Estimated General Fund Revenue		<u>\$109,140</u>

APPROVED BY THE BOARD OF DIRECTORS

Monday, January 13, 2020

**OAK TREE PARK RECREATION DISTRICT
GENERAL FUND
FINAL BUDGET
2019 - 2020**

Total **\$86,590**

TOTAL EXPENSES ESTIMATED **\$ 86,590**

70000 Contingency Fund (10% of GF) **\$ 10,914**

BUDGET RECAP

Estimated Beginning Balance July 1, 2019	\$	122,726
Restricted Contingency Fund	\$	10,914
Estimated Revenue	\$	109,140
Estimated Expenses	\$	86,590
Surplus/Deficit	\$	22,550
Estimated Cash Balance June 30, 2020	\$	100,000

RESTRICTED FUNDS

Children's Playground	\$	1,135
Dryden Wilson	\$	13,764
Mitigation	\$	5,300
Milano Memorial	\$	1,600

OAK TREE PARK AND RECREATION DISTRICT
18847 Oak Tree Road, Nevada City, CA 95959 (530) 362-8182

BOARD OF DIRECTORS
REGULAR MEETING
Monday, January 13, 2020
MINUTES

PRESENT: Michael Travers, Chair; Tracy Corris, Treasurer; Anne Solik; Tom Wade; Carole Chadima; Phouvang Sengmany, Board Secretary

ABSENT: None

1. **CALL TO ORDER:** Meeting called to order at 6:00 PM, roll taken, five members present, quorum established. Pledge of Allegiance.
2. **PUBLIC COMMENT:** No public comments.
3. **CONSENT CALENDAR:**
 - A. Approval of January 13, 2020 Agenda –Tracy Corris moved to approve the January 13, 2020 agenda. Anne Solik seconded. Motion approved by unanimous vote.
 - B. Approval of November 11, 2019 Minutes - Tracy Corris moved to approve the October 21, 2019 minutes. Anne Solik seconded. Motion approved by unanimous vote.
4. **ANNOUNCEMENTS:** No Board announcements.
5. **REPORTS:**
 - A. **Library Report** – The library report for January 2020 was presented by Renee Wade. She went through the report which included how many patrons per hour visited the library, and the events that took place. The library continues to have good attendance for December even though it had to close several days for the holiday season. The programs being offered continue to do pretty well. Beginning Spanish was about 2 to 6 people per class. Storytime continues to be popular with both adults and children. Attendance for STEAM and Get Me Outta Here average 2 children and the goal is to increase to 4-5. Challenging for teens to get to these programs. Reliable transportation program is being developed. Proposed to have more routes added to bus schedule such as a midday route. Movie Night was held at the Firehouse Community room and more promotion is needed to increase attendance and awareness. 2nd Annual Cooking Challenge a great success with 18 adults and 14 children participated.
 - B. **Board Member Reports**
 - i. **Treasurer’s Report – Tracy Corris**
 - a. **Warrant Requests to Nevada County**
Warrant Requests: See attached.
Michael Travers moved to approve all expenses as presented. Anne Solik seconded. Motion approved by unanimous vote.
 - b. **General Fund – Final Budget 2019-2020 – see attached.**
Anne moved to approve the Final Budget 2019-2020 as presented and Tom Wade seconded. Motion approved by unanimous vote.

- c. **Accounts Receivable-**
 - a. Kidz Count and Library, \$635, mainly utilities.
 - b. Mitigation Fund Updates – No fund in account at this time. County still working on it.
- ii. **Maintenance Report – Michael Travers**
 - No current maintenance report.
- iii. **Construction Report –**
 - No construction report at this time.
- iv. **Outreach Report – Anne Solik**
 - c. **Playground Update-** Equipment coming in next month and use permit received. Still need a few more bids for construction for site pad.
- v. **Volunteer Report – Carole Chadima**
 - No volunteer report.

6. NEW BUSINESS

A. The Annex – Roo Cantada of The Oak Tree Park Community Library presented the proposal for the Annex Community Room. There is great need for more space for community use, and Roo proposed that the back building be used to help meet the needs of both the Library and the Board. She proposed that the back building be either remodeled or replaced but after meeting with the prospective contractor it is found that the potential cost for a new building and for remodeling the existing building is about the same. Further investigation found that there is no access/road to bring in a new building to replace the existing one. Also it is found to be too costly to get the old building out and to replace with a new building. Therefore, Roo proposed that the existing building be remodeled. She also discussed the funding source for this remodeling project. Most of the funding will come from The Friends of Nevada County Libraries and other sources such as local businesses and fundraising efforts. A cost estimate prepared by the contractor puts the proposed remodeling at about \$58k. Roo also mentioned that the Library has already received a grant for furnishings for the remodel but there is a time limit, and she urged the Board to approve this proposal so that project could move forward.

Michael Travers motioned to move forward with the Annex Community Room as per proposal presented by Roo. Tracy Corris seconded. Motion approved by unanimous vote.

7. Next Meeting: Next meeting will be February 10, 2020

8. Adjournment: Meeting adjourned at 6:50 PM.

Phouvang Sengmany

Phouvang (pu-wan) Sengmany, Board Secretary