**OAK TREE PARK AND RECREATION DISTRICT**

**18847 Oak Tree Road, Nevada City, CA 95959**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**May 19, 2025**

**MINUTES**

**PRESENT:** Michael Travers; Chair, Anne Solik, Thom Wade, Mike Easter

**ABSENT:** Carole Chadima

1. **CALL TO ORDER:** Meeting called to order at 6:00 PM, roll taken, four 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.*
   1. Maureen Detoy, neighbor, present at meeting and attending on behalf of other neighbors too regarding concern about the way the park is being maintained, specifically the lawn, the track around the field, blackberries around the fence, screening on the fence needs to be priority to be replaced of it comes down.
3. **CONSENT CALENDAR: (ACTION)** 
   1. Approval of May 2025Agenda – Anne Solik moved to approve the Agenda. Mike Easter seconded. Motion approved by 4/0 vote.
   2. Approval of April 2025Minutes- Michael Travers moved to approve the Minutes. Thom Wade seconded. Motion approved by 4/0 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.* 
   1. Solik, Travers, and Wade report on the Recreation Fair; it was great exposure and opportunity for community outreach. Solik suggested that we have a map at the next fair that shows where the park is, along with small give-away items with the park’s logo on them.
   2. Wade reports he discussed with a mountain bike crew of the possibility of them cutting a trail around the perimeter of the park by riding it. The scotch broom would first need to be removed from that area.
5. **REPORTS:** 
   1. **Library Report**; Presented by the Board, see attached.
   2. **Grounds Maintenance Report**
   3. **Board Member Reports and Projects**
      1. **Chairman of the Board Report** –Michael Travers- Insurance/Legal Matters/Facilities
         1. Travers reports that he has received a letter from the programs director of the library, Barbara Jones, including a schedule of upcoming events including an obstacle course and ninja course, and she wanted to have permission to put on these events.
         2. 3rd annual Fairy Event coming up, June 14th.
         3. Liability insurance forms have been submitted.
      2. **Treasurer’s Report** – Anne Solik
         1. Accounts Payable & Warrant Requests – *list of expenses owed by the district.- see attached.* **(ACTION)**

A list of warrants presented, signatures gathered. Travers motions to approve warrants as presented. Seconded by Wade. Action approved by 4/0 vote.

* + - 1. Accounts Receivable- Receivables from Library and KidsCommunity

* + 1. **Outreach Report**-
       1. Park will create an outdoor handwashing station.

1. **NEW BUSINESS** 
   1. Approval of Proposed 2024/2025 Budget (ACTION)
      1. Travers moves to approve the 24/25 Proposed Budget, Wade seconds the motion. 4/0 vote.
   2. Review of 2025/2026 Proposed Budget
      1. Add to June meeting agenda
   3. Annual Tasks Calendar
      1. Add to June Calendar
   4. Park Grounds Maintenance Priorities
      1. Wade presents a list of Job Priorities for the board to discuss.
   5. Park Grounds Maintenance Job Deccription
      1. Wade presents a Job Description for the board to discuss
      2. Board will hold a closed special meeting, June 2nd at 4:00pm to discuss adopting Ground Maintenance Program and current personel.
2. **OLD BUSINESS**
   1. Solar Project (tabled)
   2. Picnic in the Park, 9/20/25
      1. The library would like to have a nacho bar at Picnic in the Park.
      2. Solik suggests having Art there.
      3. Music- Travers will talk with Jasper about having Awkward Pocket
      4. Food- Travers will talk with Angie about having Tacos
3. **NEXT MEETING:** Next regular meeting is Monday, June 16, 2025
4. **ADJOURNMENT:** Meeting adjourned at 7:07 PM.

Christina Reese

Christina Reese, Board Secretary