

**Nevada City School of the Arts  
Finance Committee Meeting Agenda**

Tuesday, January 24, 2023

4:00 p.m. – 5:00 p.m.

**Digital Meeting via Zoom**

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20. The Board of Directors (“Board”) and employees of the NCSA shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

Join Zoom Meeting

<https://zoom.us/j/99516263180?pwd=WGV4ZVlFeldCM3FVcUVpZms4WDhCZz09>

Meeting ID: 995 1626 3180

Passcode: 671470

+1 669 900 6833 US (San Jose)

**Disability Access:** Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (530) 273-7736. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

**Call to Order: 4:00 p.m.**

**Roll Call:**

**Public Forum:** *Members of the public who wish to comment during the committee meeting may use the “raise hand” tool on the Zoom platform. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The committee members may limit the total time for public comment to a reasonable time. The committee reserves the right to mute or remove a member of the public if comments or actions disrupts the meeting.*

**Consent Agenda**

1. Approve Agenda
2. Approve 12-13-2022 Meeting Minutes – *See attached*

**Discussion Items**

3. Discuss Removing Financial Statement Review (Change to review during Interim Budget approval)
4. Review NCSA Cash Flow – *See attached*
5. Discuss Facilities Projects, Financing Options and Facilities Master Plan – *Presentation*
  - a. HVAC Problems – *See attached quote*
  - b. Bond Financing
  - c. Charter Schools Capital Purchase Solution
  - d. Construction Loan – Private Financing
  - e. Parent Volunteer Work for Landscaping or Kinder Yard Renovations

**Adjournment 5:00 p.m.**

**Access to Board Materials:** A copy of the written materials which will be submitted to the School Board may be reviewed by any interested persons on NCSA’s website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

**Nevada City School of the Arts  
Finance Committee Meeting Minutes**

Tuesday, December 13, 2022

4:00 p.m. – 5:00 p.m.

**Digital Meeting via Zoom**

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**Call to Order: 4:05 p.m.**

**Roll Call: Melissa Brokenshire, Cindy Smart, Meshawn Simmons, Laura LeBleu  
Andrew Todd Attended @ 4:24**

**Public Forum:** *Members of the public who wish to comment during the committee meeting may use the “raise hand” tool on the Zoom platform. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The committee members may limit the total time for public comment to a reasonable time. The committee reserves the right to mute or remove a member of the public if comments or actions disrupts the meeting.*

**Consent Agenda – No longer a voting committee.**

1. Approve Agenda
2. Approve 11-15-2022 Meeting Minutes – *See attached*

**Discussion Items**

3. Review Raven Springs LLC Financial Statements – *See attached*  
Melissa reviewed. Everything is on track. Nothing out of the ordinary. No questions from committee.
4. Review NCSA Budget vs. Actuals – *See attached*  
Melissa reviewed. Everything is on track. Nothing out of the ordinary. No questions from committee.
5. Review and Recommend for Acceptance 2021-22 Audited Actuals – *See attached*
6. Discuss Facilities Projects, Financing Options and Facilities Master Plan – *See attached*  
Committee to review Facilities Master Plan (maybe break it down in sections) to come back ideas on to move forward. In addition, brainstorm ideas how this finance committee could best benefit everyone.

**Adjournment 4:23 p.m.**

**Access to Board Materials:** A copy of the written materials which will be submitted to the School Board may be reviewed by any interested persons on NCSA's website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

**NEVADA CITY SCHOOL OF THE ARTS**  
**CASH FLOW REPORT 2022-23**

Date that actuals are posted thru.... 12/31/23

PRIOR YEAR ESTIMATED ACTUALS Descriptions	2022-23 Current or Actuals 2022-23	Original Budget 2022-23													Total Jul-Jun	2022-23 Accrual
			July	August	September	October	November	December	January	February	March	April	May	June		
Beginning Cash Balance	457,850	457,850	457,850	317,117	174,762	522,465	224,427	562,347	435,334	255,597	511,294	510,846	304,342	419,486	457,850	0
<b>RECEIPTS</b>																
TOTAL REVENUE	7,745,250	7,601,431	2,959	152,980	758,765	433,834	637,078	571,832	563,935	842,347	715,370	552,414	761,773	942,393	6,935,680	559,570
<b>DISBURSEMENTS</b>																
TOTAL EXPENDITURES	7,749,968	7,354,283	415,135	482,666	680,660	705,664	664,726	706,417	687,309	687,475	686,386	686,386	686,386	686,386	7,775,594	(25,626)
NET OPERATING REVENUE	(4,718)	247,148	(412,176)	(329,686)	78,105	(271,830)	(27,648)	(134,586)	(123,373)	154,872	28,984	(133,972)	75,387	256,008	(839,915)	585,197
In-kind Contribution Revenue	8805	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
In house Contribution Revenue	8980	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	(4,718)	247,148	(412,176)	(329,686)	78,105	(271,830)	(27,648)	(134,586)	(123,373)	154,872	28,984	(133,972)	75,387	256,008	(839,915)	585,197
<b>Adjust to reconcile Net Revenue to Net Cash Provided by operations:</b>															0	0
Total Adjustments to reconcile	560,316	291,301	273,723	149,376	99,060	(25,583)	366,195	8,199	(55,738)	101,450	(28,806)	(71,907)	80,014	(22,394)	873,591	28,154
NET CASH AFTER OPERATING ACTIVITIES	555,598	538,449	(138,453)	(180,310)	177,165	(297,413)	338,546	(126,387)	(179,111)	256,322	179	(205,878)	155,401	233,614	33,676	613,351
<b>Investing Activities</b>																
Capital Assets: Land	9410	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Assets: Buildings	9430	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Assets: Equipment	9440	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction in Progress	9450	0	(1,654)	(1,050)	0	0	0	0	0	0	0	0	0	0	(2,704)	(15,490)
NET CASH PROVIDED BY INVESTING ACTIVITIES	0	0	(1,654)	(1,050)	0	0	0	0	0	0	0	0	0	0	(2,704)	(15,490)
<b>Financing Activities</b>																
Lease Deposits	9670	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PG&E On-Bill Loan	9675	(66,345)	(66,000)	(626)	(626)	(626)	(626)	(626)	(626)	(626)	(626)	(626)	(626)	(626)	(7,511)	0
TCBK Loan - Land	9671	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TCBK Loan - Construction	9672	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TCBK Line of Credit	9676	0	39,631	171,164	0	0	0	0	0	0	0	(39,631)	(171,163)	0	(0)	
Audit Adjustments	9793	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Opening Balance Equity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NET CASH PROVIDED BY FINANCING ACTIVITIES	(66,345)	(66,000)	(626)	39,005	170,538	(626)	(626)	(626)	(626)	(626)	(626)	(626)	(40,257)	(171,789)	(7,511)	0
NET CASH INC/DEC		472,449	(140,733)	(142,356)	347,703	(298,038)	337,920	(127,013)	(179,737)	255,696	(447)	(206,504)	115,144	61,825	23,461	597,861
ENDING CASH BALANCE		930,299	317,117	174,762	522,465	224,427	562,347	435,334	255,597	511,294	510,846	304,342	419,486	481,311	481,311	597,861

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

**~Cash**



Melissa Brokenshire <businessmanager@ncsota.org>

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**RE: Re:**

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**Edward Vechtomov** <edward@dynamic-mech.com>  
To: Melissa Brokenshire <businessmanager@ncsota.org>  
Cc: Joseph Holman <joseph.holman@ncsota.org>

Wed, Jan 18, 2023 at 11:16 AM

Good Morning Melissa,

There is no down payment needed, and the rates are:

5 year – 7.3%

6 year – 7.3%

7 year – 7.76%

these rates are indicative and subject to change upon credit review. Let me know if this was helpful, if you like this financing option I would encourage you to follow the link I attached below and go through the application process, Once approved we can start ordering material and hopefully start work by summer. Also, I don't know if I mentioned it before, but NEIF financing is a lot faster and less of a headache compared to PG&E OBF, which can take months.

Here is the link to the application: <https://commercial.neifund.org/apply>

Thank You

[Quoted text hidden]



Lic. #: 960877

3487 Orange Grove Ave. Ste. I  
 North Highlands, Ca. 95660  
 Fax: (916) 726-1877  
 Email: Edward@dynamic-mech.com

## Proposal

For: Nevada City School of the Arts,  
 Address: 13032 Bitney Springs Road,  
 Nevada City, CA 95959,  
 Contact: Joseph Holman,  
 Phone: 530.913.8420,  
 Email: joseph.holman@ncsota.org,

By: Edward Vechtomov,  
 Ph: (916) 605-6861,  
 Email: edward@dynamic-mech.com  
 Date: 10.26.2022,

**HVAC Summary:** Dynamic is proposing to keep the existing equipment, Install a VVT zoning system with Carrier controls that will enable the teachers to set there own temperature whitin a resonable range.

### Description of Proposed Work:

### Total Count

Description of Proposed Work:	Total Count
<b>HVAC-</b> Furnish and install RB router	1
Furnish and install TV-VAV controller	5
Furnish and install TV-UC controller	1
Provide duct balancing and load calculations	
Furnish and install current switch	4
Furnish and install 75VA transformer	6
Furnish and install duct work to pipe into need dampers	
Furnish and install mannaged IP Ethernet switch port	2
Furnish and install static pressure sensor	1
Furnish and install Carrier I-VU Pro	1
Furnish and install VFD to controll the indoor blower	1
Furnish and install VVT damper	5

Furnish and install Sterling heater	2
1-Year Installation Labor Warranty	

**Exclusions:** structural design drawings, roofing, painting, relocating existing utilities, electrical panel upgrades, fire alarm, fire life safety, structural reinforcement for new equipment, excavation, backfill, concrete patch, gas piping, architectural, trenching, concrete, hazmat, seismic/structural design/calculations, insulation, water treatment, hot water system components, X-ray, patching, vehicle exhaust systems, boilers, expansion tanks, CNG panel, drop box diffusers, oil piping, oil interceptor, aie risers, DWV risers, scaffolding, man lifts, coring, Coastal Coating, boiler systems, interlocking, motor starters, time clocks, bonding, repairs of any pre-existing conditions, duct leakage test and repairs, overtime labor, roof screens.

**Permit & Fees:** Permits and fees are not included in the base cost of this project. Dynamic Mechanical recommends that the customer agrees with the acquisition of permits through the local building department. If customer elects not to opt in for permits and fees, customer will be liable for any costs incurred due to, but not limited to, fees, fines, and remobilization charges incurred by Dynamic Mechanical.

Permit Cost: Will be performing on a T&M Basis. **Initial Option:** **YES: NA**

**NO:**

**Net terms:  
(Progress  
Payments)**

This proposal is subject to a mutually agreeable work schedule and is valid for 30 days. Payment terms are as follows: 10% upon signing of contract, 40% upon delivery of materials onsite and final 50% due upon completion. Final invoice is due 30 days after completion and owner acceptance.

**5-Years Manufacturer Parts Warranty  
1-Year Installation Labor Warranty**

Total \$ 133,493.35

Rebate \$ -

**% of Project Covered by Rebate 0%**

**Copay \$ 133,493.35 (Initial)\_\_\_\_\_**

**ACCEPTANCE**

Approved By:\_\_\_\_\_

Date:\_\_\_\_\_

Print Name:\_\_\_\_\_