

Buttonwillow Recreation and Park District  
Board Minutes  
Friday, May 19, 2023

- I. CALL TO ORDER: Board Chairman, John Parsons called meeting to order on Friday, May 19, 2023 at 2:31 p.m.
- II. ROLL CALL: Board Present – John Parsons, Louie Andreotti, Regina Houchin and Andrew Houchin. Staff Present – Megan Lucas
- III. APPROVAL OF AGENDA: Board approved agenda. M/S/A Andreotti / A. Houchin. Ayes: Parsons and R. Houchin Noes: None. Motion carried
- IV. APPROVAL OF MINUTES:
  - Minutes from April 18, 2023, M/S/A A. Houchin / A. Houchin Ayes: Andreotti and Parsons Noes: None. Motion carried.
- V. PUBLIC TIME: None
- VI. BUSINESS TO THE BOARD:
  - A. Monthly Bills, Payroll & Financial Report – M/S/A Andreotti /A. Houchin. Ayes: Parsons and R. Houchin. Noes: None. Motion Carried.
  - B. Buttonwillow Foundation – No Update
  - C. Museum/Jail – Megan presented a quote from Reliance Fence for the wood fence at the museum in the amount of \$4,535.00. M/S/A Andreotti / A. Houchin Ayes: Parsons and Andreotti Noes: None Motion Carried
  - D. Operations Manual Review and update – Tabled for a special meeting.
  - E. Employee Handbook Review and update – Tabled for a special meeting.
  - F. Update on Aquatic Center – Megan shared the numbers for the staffing and operation costs for the aquatic center for the season. Rough total is \$15,000.00 for 8 weeks.
  - G. Pioneer Senior Center – Toilet – Louie will look at it next week before calling a plumber out.
  - H. 3<sup>rd</sup> of July Show – No update
  - I. Quote for Miracle Landscaping – Sprinklers and Solenoids – Megan presented a quote from Miracle to repair the sprinklers and solenoids in the amount of \$1,600.00. M/S/A A. Houchin / R. Houchin Ayes: Parsons and Andreotti Noes: None Motion Carried.
  - J. Quote for SAA&M LLC – Megan presented a quote in the amount of \$1,760.00 to remove tree at town square, spray trees at town square and build cage around irrigation clock and meter. M/S/A R. Houchin / A. Houchin Ayes: Parsons Noes: None Abstain: 1 Motion Carried.
  - K. Review and Approve General Manager Job Description – Tabled for special meeting.

- L. Irrigation – Parsons asked that this item be placed on the agenda every month for discussion.
- M. Quote to repair the fridge in the kitchen – Megan presented a quote in the amount of \$1,991.74 from All Pro Air. M/S/A R. Houchin / Andreotti Ayes: Parsons and A. Houchin Noes: None Motion Carried.
- N. Quote for Cage around irrigation system and water shut off at town square – Combined with item J on the agenda.

VII. CORRSPONDENCE:

VIII. REPORTS: Attached

IX. BOARD MEMBER COMMENTS:

X. CLOSED SESSION: 3:51 p.m.

At this time the board went into closed session pursuant to Government Code 54956.9(b):

- Employment Agreement – Interim General Manager

Returned open session at 3:57 PM

Action taken in closed session: The board discussed back pay for Megan from the time of March 6<sup>th</sup> – May 4<sup>th</sup> when she wasn't in an employee agreement with the district. M/S/A Andreotti / Parsons Abstain: 2 Motion Carried.

XI. ADJOURNMENT: Meeting was adjourned at 4:10 p.m.

Next meeting will be on June 19, 2023 at 6:00 p.m.