

**NOTICE OF MEETING  
OF THE  
BOARD OF DIRECTORS  
BUTTONWILLOW RECREATION AND PARK DISTRICT**

Friday, May 19, 2023  
556 Milo Ave  
**2:30 p.m.**

DISCLAIMER: This agenda includes proposed actions and activities with respect to each agenda item, as of the date of posting. As such, it does not preclude the Board from taking other actions on any item on the agenda that is different or in addition to what may have been recommended.

AGENDA

- I. CALL TO ORDER:
  - II. ROLL CALL:
  - III. APPROVAL OF AGENDA:
  - IV. APPROVAL OF MINUTES: from April 18, 2023
  - V. PUBLIC TIME: *Courtesy to visitors – The audience may address the board regarding non-agenda items. Presentations limited to 3 minutes per person, per topic. Maximum of 30 min will be allocated to this item.*
  - VI. OPEN SESSION:
  - VII. BUSINESS TO THE BOARD: **(All items below are subject to Discussion / Approval)**
    - A. Monthly Bills, Payroll & Financial Report –
    - B. Update from Buttonwillow Foundation –
    - C. Update on Museum/Jail – Fence Quote –
    - D. Operation Manual Review and Update –
    - E. Employee Handbook Review and Update –
    - F. Update on Aquatic Center –
    - G. Pioneer Senior Center –
    - H. 3<sup>rd</sup> of July Show –
    - I. Quote for Miracle Landscaping – Sprinklers and Solenoids –
    - J. Quote for SAA&M –
    - K. Review and Approve of General Manager Job Description –
    - L. Irrigation –
    - M. Quote to repair Fridge in kitchen –
    - N. Quote for Cage around irrigation and water shut off at town square –
  - VIII. CORRESPONDENCE:
  - IX. REPORTS:
    - A. General Manager Report
    - B. Facilities / Maintenance Report
    - C. Programs & Events Report
    - D. Prop 68 Update
  - X. BOARD MEMBER COMMENTS: Opportunity for the Board to comment on items not listed on the agenda
  - XI. **Closed Session**  
At this time the Board will hold a closed session pursuant to Government Code 54957:
    - a. Employment Agreement – Interim General Manager –
- Closed:** \_\_\_\_\_ **Open:** \_\_\_\_\_

Action taken: \_\_\_\_\_

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XII. ADJOURNMENT: NEXT MEETING: June 19, 2023

Recreation Supervisor's Declaration of Posting of Agenda 72 Hours in Advance of Meeting  
Posted:

Signature \_\_\_\_\_  
Megan Lucas  
General Manager