

Buttonwillow Recreation and Park District  
Board Minutes  
Monday, October 19, 2020

- I. CALL TO ORDER: Board Chairman, Andrew Houchin called meeting to order on Monday, October 19, 2020 at 6:00 p.m.
- II. ROLL CALL: Board Present – Andrew Houchin, Chad Ramay, Louie Andreotti, and John Parsons. Staff Present, Megan Lucas and Les Clark Absent: Regina Houchin
- III. APPROVAL OF AGENDA: Board approved agenda. M/S/A Ramay/ Andreotti Ayes: A. Houchin, Parsons Noes: None. Motion carried
- IV. APPROVAL OF MINUTES: Minutes from September 21, 2020 Approved with changes by Parsons / Ramay Ayes: A. Houchin, Andreotti Noes: None. Motion carried.
- V. PUBLIC TIME: None to report
- VI. BUSINESS TO THE BOARD:
  - A. Monthly Bills, Payroll & Financial Reports – Approved- Parsons / Ramay Ayes: A. Houchin, Andreotti Noes: None. Motion carried.
  - B. Buttonwillow Foundation – Nothing to Report
  - C. Landscaping Projects – Nothing to report
  - D. Project Management – Prop 68 Project – get quote for redoing tennis court with rubber flooring that will be multi use.
  - E. Museum / Jail – Bob will be moving equipment onto the current jail site October 22<sup>nd</sup> and 23<sup>rd</sup>.
  - F. Manual of Operations – read thru the remaining chapters of the manual. There will be another reading of the manual with all the changes the board agreed on during the first two readings. Classification Plan at next board meeting.
  - G. Well #5 – Unified Field Services will replace the brick dust that they spread into the other dirt in the maintenance yard.
  - H. Parking lot Lights – Megan has been playing phone tag with Norman from Staples Energy. WP Electric sent a quote for \$1,100 to repair the light at the town square. Megan will get in touch with Wes from WP to get the repair fixed.
  - I. Tree Management – Nothing to Report
  - J. Copier Agreement – Megan presented a second quote for a new copier. The board approved up to \$13,000 for a new machine and maintenance program. M/S/A Andreotti/ Ramay Ayes: A. Houchin and Parsons Noes: None Motion carried.
  - K. State Guidelines / Re-Opening/ Hours of Operation – The district will be open Monday – Thursday 11:00a.m. – 1:00p.m., closed from 1:00p – 3:00p for cleaning and then open back up 3:00p – 6:00p. We will be closed Friday – Sunday. Director Andreotti requested that it be noted that he feels the District should remain open/open back up and start moving forward with programming regardless of guidelines and what tier Kern County falls in for COVID guidelines. A motion was made to send a letter to the county regarding opening the facility more for the public. M/S/A Andreotti/Parsons Ayes: A. Houchin and Ramay Noes: None Motion Carried.
- IX. CORRSPONDENCE:
  - A. CAPRI Ballot

X. REPORTS:

Megan's Report – 10/19/20

- Drive Thru Trunk or Treat to be held in the recreation parking lot.
- Monte out to make repairs to big pool. Replaced several hoses and connections.

General Manager Report – Nothing to report

IX. BOARD MEMBERS COMMENTS:

- Andreotti – Prop 68 – Funding on Next agenda. Possible Tennis Court Conversion.

X. CLOSED SESSION: 7:50p.m

At this time the board will hold a closed session pursuant to Government Code 54959.9(b):

- a. Conference with Legal Counsel – Anticipated Litigation – No action taken  
Closed session ended at 8:10p.m.

XI. Meeting Adjourned at 8:19 p.m.

Next meeting will be on November 16, 2020 at 6:00p.m.