

BUTTONWILLOW RECREATION AND PARK DISTRICT

Board Meeting Minutes

Monday, May 18, 2026

6:00pm

556 Milo Ave, Buttonwillow CA, 93206

AGENDA

I. CALL TO ORDER: Chairman Banducci called the meeting to order at 6:04pm.

II. ROLL CALL- Present: Banducci, Tracy, Burleson, and Parsons. Sanchez joined the meeting at 6:23pm. Staff present: Melissa Guzman and Fabiola Morales.

III. APPROVAL OF AGENDA: Correspondence item E was added to the agenda. Parsons made a motion to approve the agenda. Tracy seconded the motion, motion carried.

IV. APPROVAL OF MINUTES: Tracy made a motion to approve the minutes with the correction. Correction: Richard Garcia's title at the Buttonwillow Foundation is "clerk" not "treasurer". Burleson seconded the motion. Motion carried.

V. PUBLIC TIME: James Irizarry was present to discuss irrigation/water. Jennifer Giannini was present to discuss adult softball.

VI. BUSINESS TO THE BOARD:

A. Monthly bills, Payroll, & Financial report – Board approved monthly bills. #7212-7258, pay periods 07-2026 and 08-2026. Total monthly expenses, including payroll, was \$80,164.77. Board reviewed Fund account and balances.

B. Appoint committees – No updates from last meeting.

C. Update from Buttonwillow Foundation- Foundation committed to paying up to \$10,000.00 for fireworks. They may amend if needed.

D. Update on Museum/Jail- Parsons reported the committee has met. Jelsey Romanini will be contacted to play the piano for the kids. There has been discussion of a reception.

E. Prop 68 update- Parsons completed and emailed the report to Melinda Steinert with California Parks. Parsons sent an invoice for \$35,000.00 for irrigation reimbursement. The money could be used to complete the ADA pathway that is required at the tennis court. This was quoted at \$7,000.00. The funds can also be used to repair the autofill pump.

F. Discuss Grand Jury report/response – Parsons attended the meeting with David Couch. Couch instructed to respond to the report within the time frame.

G. Community Block Grant- Nothing to report.

H. Specified Fund Grant- Guzman is working on the formal bid form for Melinda Steinert with California Parks.

I. Maintenance/Equipment update- Vertical Bridge will come tomorrow, 5/19/2026 to meet with Irizarry regarding the sump.

J. Discard List- Nothing to add at this time.

K. Aquatic Center/Pool operating hours- There are 8 certified lifeguards. Damien Fuentes is the head lifeguard. He will be maintaining the lifeguard work schedule.

L. Summer hours of operation- The recreation will remain open from 6:00am to 8:00pm.

M. General manager transition- Guzman's last working day is 06/04/2026. A replacement has been hired for the vacancy. Their first working day will be 06/01/2026.

N. Facility Rental Fees- Food vendor fees will be increased from \$50.00 to \$75.00, effective immediately. Non-food vendor fees will be increased from \$25.00 to \$50.00, effective immediately. The fee for lights needs to be further discussed.

O. Wells Fargo Bank Signers/deletions update- The board members are going to meet at the Wells Fargo Bank for new signature cards.

P. Resolution 2026-05- The Buttonwillow Recreation and Park District is requesting an advance in property taxes in the amount of \$220,00.00 to cover operational costs. 5 ayes, 0 nays. Resolution approved.

Q. Collaboration with Community Resources – Sanchez is going to follow up with community resources regarding the fees associated with renting the gym.

R. Cinco de Mayo parade- The event went well, and the community enjoyed themselves. The vendors were kept busy. La Espiga provided the inflatables. Banducci recommended booking these events early. The next Cinco de Mayo Festival will be held on 04/24/2027.

S. 2nd of July Firework show- Vendor fees will increase. The vendors will be spread out in the grassy park areas for better public access.

T. Buttonwillow Chamber- Softball League – The recreation department will offer the upcoming adult softball league. The cost is \$400.00 a team. The players must be over the age of 18.

VII. Closed session: Government code 54957. – The board entered into closed session at 8:06pm.

Employee Evaluation-

Recreation and Park Coordinator- Fabiola Morales

VIII. Open Session at 8:31pm : Nothing to report.

IX. CORRESPONDENCE:

A. Work Release Agreement- Updated contract regarding the management of work release.

B. Kern County Auditor Controller- Changes in tax laws.

C. LAFCO- Final Budget FY 2026-27

D. Kern County Planning and Natural Resources- Notice of Preparation of a Draft Environmental Impact Report – Winson Solar.

E. Kern County Planning regarding Zoning ordinance Christian Castro applicant

REPORTS:

A. Manager Report- Guzman reported that the Cinco de Mayo festival went well. CRC Terra Vault and Sky's Limit are collaborating with the recreation for the "Grand Pool Opening". The walk through is scheduled for 05/26/2026. Buttonwillow School will be renting the pool from 05/27/2026 to 05/27/2026. The county of Kern approved the resolution of the biennial audit. Eco Green conducted an energy audit to assess for possible savings. Tony has done a great job preparing the pool for the grand opening. Last working day will be June 4, 2026. Notes will be kept for a clean hand off to the next general manager.

B. Program Report- Zumba will resume this Thursday at 8:00pm. There are currently 13 kids enrolled in flag football. There are volunteer coaches for each age division. Everyone is excited for the upcoming season. NFL flag is going to sponsor the program, providing flags, shirts, balls, and footballs for \$30/child. The recreation is charging \$20.00 a child. 5 sponsor letters have been sent requesting funds to offset the \$10.00. Requests for donations will be mailed out. The first payment was sent to Zambelli's, and they sent their COI. The baseball All Star game is scheduled for 05/26/2026. The teams are enjoying their pizza parties this week, courtesy of Rusty's pizza.

X. BOARD MEMBER COMMENTS: Opportunity for the Board to comment on Items not listed on the agenda.

Sanchez is happy about Day Camp.

Parsons- None

Burleson- None

Banducci- None

Tracy- None