

Buttonwillow Recreation and Park District

Board Minutes

Monday, September 21, 2020

- I. CALL TO ORDER: Board Chairman, Andrew Houchin called meeting to order on Monday, September 21, 2020 at 6:07 p.m.
- II. ROLL CALL: Board Present – Andrew Houchin, Chad Ramay, Louie Andreotti, Regina Houchin and John Parsons. Staff Present, Megan Lucas and Les Clark
- III. APPROVAL OF AGENDA: Board approved agenda. M/S/A R. Houchin / Parsons Ayes: A. Houchin, Andreotti, Ramay Noes: None. Motion carried
- IV. APPROVAL OF MINUTES: Minutes from August 17, 2020 changes to the board member comments; adding Softball Field to A. Houchin’s comments and added Louie – Town Square / Lights in parking lot. Approved with changes by Andreotti / Parsons Ayes: A. Houchin, Ramay and R. Houchin Noes: None. Motion carried.
- V. PUBLIC TIME: None to report
- VI. BUSINESS TO THE BOARD:
 - A. Monthly Bills, Payroll & Financial Reports – Approved- R. Houchin / Ramay Ayes: A. Houchin, Andreotti and Parsons Noes: None. Motion carried.
 - B. Buttonwillow Foundation – Nothing to Report
 - C. Landscaping Projects – Moved to closed session.
 - D. Project Management – Governor passed law allowing cohorts to hold events/programs. Must only be 12 kids and 2 leaders. Getting more information from Stephanie. Possibly hold sports clinics with cohorts. Zoom meeting happening with Westside Recreation, Taft Elementary, Taft college. Anyone who wants to attend let Megan know so she can send you zoom link.
 - E. Museum / Jail – Sprinklers repaired by Butch Houchin and they are up and running. Lot cleaned up by Westside Recreation. Megan to call Bob to get an update on jail move.
 - F. Manual of Operations – Read through first few chapters of Manual of Operations. Les answered questions and made changes board members asked for. There will be a second reading next meeting to read through next few chapters.
 - G. Well #5 – Sprinklers have been dug out by company so that the ground can start to dry out.
 - H. Parking lot Lights – Taft has replaced the sensors and bulbs and they still aren’t working. Megan was directed to call Norman with Staples Energy to see about possible warranty. Light at Town Square get a quote from WP Electric.
 - I. Tree Management – Trees at Jeffries Park look good. It will be a continued process to make sure they don’t return. John suggested putting Round Up on fresh cut to prevent from growing back. Dead Cypress Trees out front need to be removed. Megan was instructed to wait until after next meeting to take care. Louie – Tree Foundation – Chinese Pistachio, are recommended for Buttonwillow. Might be able to get them for free.
 - J. Copier Agreement – Possible Lease – Megan presented one quote, she will have another one before the next meeting.
- IX. CORRSPONDENCE:
 - A. Conflict of Interest Code Revision – will be updated in Operations Manual. After the board approves the new manual, the new Conflict of Interest Code will go in front of Kern County Board of Supervisors for approval to complete and keep Form 700s in house instead of mailing into County every year.

X. REPORTS:

Megan's Report – 08/17/20

- Megan has started the process to get County funding for maintenance/up keep of County buildings.
- Drive Thru Trunk or Treat to be held here at the Recreation parking lot.
- Ideas for Christmas Tree Lighting??

General Manager Report – 08/17/20

IX. BOARD MEMBERS COMMENTS:

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

X. CLOSED SESSION: 8:07p

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

- a. Congerence with Legal Counsel – Anticipated Litigation – No action taken
Closed session ended at 8:35p.m.

XI. Meeting Adjourned at 8:36 p.m.

Next meeting will be on October 19, 2020 at 6:00p.m.