

BUTTONWILLOW RECREATION AND PARK DISTRICT

Board Minutes

Monday, Aug 17th, 2026

- I. CALL TO ORDER: Chairman Cindy Banducci called the meeting at 6:13pm.
- II. ROLL CALL - Present: Banducci, Tracy, Parsons, Sanchez. Staff present: Anna Amaya.
- III. APPROVAL OF AGENDA: Parsons made a motion to approve, Tracy seconded.
- IV. APPROVAL OF MINUTES: Parsons made a motion to approve the minutes with amendments. Tracy seconded.
- V. PUBLIC TIME: No public present.
- VI. BUSINESS TO THE BOARD:
 - A. Monthly bills, Payroll, & Financial report - Board approved monthly bills #7414-7478. A total of two pay periods were approved 07/11/26-07/24/26 & 07/25/26-08/07/26. Total monthly expenses, including payroll, were \$44,787.86.
 - B. Adopt Final Budget for 2026/27 - Budget approved with amendments, we added \$100k in revenue from CRC in form of a donation. Terra O'Neill over at CRC is going to assist in creating a 501(c)(3).
 - C. Update on Museum/Jail - No updates since last meeting.
 - D. Prop 68 update - No updates since last meeting.
 - E. Community Block Grant - Anna will prepare a Request For Proposal and start a formal bidding process for the conversion of the Babe Ruth field into a multi-purpose field.
 - F. Specified Funds Grant - Anna Amaya & Marie Parsons to meet with Les Clark to discuss the bidding process that took place at the time of pool and shade structure construction in order to complete required forms to close out the grant.
 - G. Facility Rental Fees - New pricing approved. There is an increase to hourly rates and implemented a 2 hour minimum rental requirement for all facilities. The board of directors also agreed that moving forward any big event rentals that include alcohol consumption will require security guards on site and a day liquor license obtained by the tenants.
 - H. Kern County Treasury Tax Collector - Sale of Tax - Reviewed this but no actions were taken.
 - I. Discuss POS System - With our current budget, none of the options for POS systems are financially feasible. We will sign up for Zelle with the company email before October for concession sales. We will implement a no refund policy. Cindy and Anna will go to Wells Fargo to sign up.
 - J. Events & Programs Review - Upcoming events & programs include our Trunk or Treat & Haunted House, hosting of the Chamber's Fall Farm Festival, and soccer season beginning in October.
 - K. Fall Farm Festival - We will honor the \$250 registration fee that is normally charged to the Buttonwillow Chamber of Commerce for the Fall Farm Festival. We will ensure all indoor restrooms are accessible throughout the night as well as have one maintenance person on site until the event ends.
 - L. Discuss Park Bench Replacement - Board members unanimously agree that we should cut down the bench and replace it with one of the metal benches that was donated to the Rec from the Lion's club. We will also cut down the "snake" toy in the playground because it is a safety hazard. James Irizarry and Anna will coordinate to find out who can cut out the bench for us.

VII. Closed session: Government Code 54957.

VIII. Open Session - No action taken.

REPORTS:

A. Manager Report

B. Program Report

IX. BOARD MEMBER COMMENTS: *Opportunity for the Board to comment on Items not listed on the agenda.* - No comments.

Meeting adjourned at 8:03pm.