

West Side Cemetery District

MEETING

BOARD OF TRUSTEES

District Office Board Room

440 Bob Hampton Road, Taft, CA. 93268

Phone (661)765-4505 (westsidecemetery.com)

AGENDA

5:00 p.m.

May 16, 2023

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

ROLL CALL: SUMMERS, JORDAN, BLACK, MELTON, SUTHERLAND.

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: Kern County Special Districts. Legacy Monuments.

ANNOUNCEMENTS: PG&E is in the engineering phase of solar project

APPROVAL OF MINUTES: April 18, 2023

APPROVAL OF FINANCIAL STATEMENTS: April 2023

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Stifel, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: April 2023

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 6 services in April, for a total of 81 services in fiscal year 2022-2023. Compared to 122 in March fiscal year 2021-2022. Grounds crew has stayed busy taking care of services, and maintaining the cemetery grounds and equipment. Manager has been busy with daily operations, equipment maintenance, ordering parts and supplies for general grounds maintenance. Memorial Day preparations have begun, along with full removal of all grave decorations. Manager and staff have almost completed the transformation of old "Parkway", which will become a memorial walk with cremation burial available.

AGENDA ITEMS:

Current Business:

1. Preliminary budget. Discussion and Action.
2. Discuss issues with regards to outer burial containers. Discussion and Action.
3. Price recommendations and the interment of cremation along west side walkway. Discussion and Action.

Unfinished Business:

Other Board Items: District credit card benefits.

BOARD MEMBER INPUT: This Portion of the meeting is reserved for Trustees to present information, announcements, or other items that have come to their attention. A Board member may request that an item be placed on the agenda for consideration at a future meeting or refer an item to the District Manager for a formal report. The Board will take no formal action.

MEETING ADJOURNED:

THE NEXT MEETING WILL BE HELD: June 20, 2023

The Boardroom of West Side Cemetery District is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Board of Trustees may request assistance by contacting the District at 440 Bob Hampton Road Taft, CA.93268 or by calling (661) 765-4505. Every effort will be made to reasonably accommodate individuals with disabilities by making material available in alternative formats. Requests for assistance should be made five (5) working days in advance of a meeting whenever possible.

Board Members: *Gary Summers * Robyn Melton *Robert Jordan *Don Black *Shawn Sutherland

Staff: *Nick Ward-General Manager
General Manager

Notes

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