

# ***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 21, 2024

#### **CALL TO ORDER:**

#### **PLEDGE OF ALLEGIANCE:**

#### **INVOCATION:**

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

**PUBLIC COMMENT:** (5 min. time limit)

**CORRESPONDENCE:** Les Clark – Circle the Wagons, Tim Abarca – Cal Turf, Juan Guajardo – ZEROnox. Kevin Criss and Fernanda Brena – Solar Project. John Blomberg – Blomberg and Griffin. Daryl Christensen – I.T.S. Carolyn Golleher – West Kern Adult Education.

**ANNOUNCEMENTS:** None

**APPROVAL OF MINUTES:** April 16, 2024

**APPROVAL OF FINANCIAL STATEMENTS:** April 2024

- \*Balance Sheet
- \*Profit & Loss YTD Comparison
- \*Profit & Loss Budget vs. Actual
- \* Stifel, LLC Investment Accounts

**APPROVAL OF MONTHLY CASH DISBURSEMENTS:** April 2024

- \* Transaction Detailed by Account (General)
- \*Transaction Detailed by Account (Payroll)

## **MANAGER'S REPORT:**

The District performed 8 services in April for a total of 65 services conducted for the 23-24 fiscal year. The district had completed 81 services a year prior. Grounds crew has stayed busy with Cremation Estates rebuild and future expansion project. Manager has been busy with daily operations, equipment maintenance. Manager is working with Zeronox and Cal turf to acquire electric maintenance equipment. Staff is working on Memorial Day planning. Cemetery staff continues to focus on water saving, reducing maintenance, and providing more options for families to use our cemetery. Memorial Walk is getting some notice with preneed sales and some at needs. We also constructed a new flag monument to honor the 6 branches of the military.

## **AGENDA ITEMS:**

### **Current Business:**

1. Request Board review new Part-Time Employee Policy. Discussion and Action.
2. Request Board review preliminary budget for Fiscal Year 2024-2025. Discussion and Action.

### **Unfinished Business:**

## **Other Board Items:**

**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 18, 2024

**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 \*Don Black \*Shawn Sutherland

**Staff:** \*Nick Ward-General Manager  
General Manager

# Notes

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