

# ***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.

October 18, 2022

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

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

#### **INVOCATION:**

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

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

**CORRESPONDENCE:** Cindi Rosa with ZEROnox. Kevin Criss with JPHE solar. Caroline Gollihare with WIOA. Spoke with Josh Bryant, Les Clark and Ryan Shultz about our District concerns. Jordan Miller with Roger Miller Insurance. District Auditor John Blomberg. Hal Wilkes with Christy Vault.

**ANNOUNCEMENTS:** We have taken possession of the Tuatara utility vehicle.

**APPROVAL OF MINUTES:** August 16, 2022

**APPROVAL OF FINANCIAL STATEMENTS:** August and September 2022

\*Balance Sheet

\*Profit & Loss YTD Comparison

\*Profit & Loss Budget vs. Actual

\* Stifel, LLC Investment Accounts

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

**APPROVAL OF MONTHLY CASH DISBURSEMENTS:** August and September 2022

\* Transaction Detailed by Account (General)

\*Transaction Detailed by Account (Payroll)

**MANAGER'S REPORT:**

The District performed 5 services in August and 4 in September for a total of 15 services for the fiscal year. Compared to 39 in the same time of 2021. Grounds crew has stayed busy taking care of services, trimming trees, and maintaining the cemetery grounds and equipment. We are spending quite a bit of time replanting turf, and sprinkler maintenance. Manager has been busy with daily operations, equipment maintenance, ordering parts and supplies for general grounds maintenance. Manager and staff are making changes to non-essential turf within the cemetery to conserve resources. Manager is also training the new employee on various duties related to the position of office assistant. Also training new employees, Salvador Prestegi and Kyle Maness.

**AGENDA ITEMS:**

**Current Business:**

1. Consider hiring JPHE to install solar on the Cemetery District shop. Discussion and Action.
2. Discuss audit that has been completed by John Blomberg. Discussion and Action.
3. Present new ideas and plans for future cremation expansion. 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:** November 15, 2022

# Notes

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

