

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.

September 24, 2024

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INVOCATION:

ROLL CALL: SUMMERS, BLACK, MELTON, SUTHERLAND.

PUBLIC COMMENT: (5 min. time limit)

CORRESPONDENCE: Kevin Criss and Fernanda Brena – Solar Project. John Blomberg-Blomberg and Griffin Accounting. Les Clark-WSRPD.

ANNOUNCEMENTS: Solar project is officially completed.

APPROVAL OF MINUTES: July 16, 2024

APPROVAL OF FINANCIAL STATEMENTS: July and August 2024

*Balance Sheet

*Profit & Loss YTD Comparison

*Profit & Loss Budget vs. Actual

* Stifel, LLC Investment Accounts

APPROVAL OF MONTHLY CASH DISBURSEMENTS: July and August 2024

* Transaction Detailed by Account (General)

*Transaction Detailed by Account (Payroll)

MANAGER'S REPORT:

The District performed 8 services in July and 7 services in August for a total of 15 services conducted for the 24-25 fiscal year. The district had completed 13 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. Cemetery staff continues to focus on water saving and reducing maintenance. Tree maintenance has been a focus the last two months, trimming and treating pines for invasive pests. Street maintenance, along with fixing turf issues on sections 7-11 will be the focus in the coming weeks.

AGENDA ITEMS:

Current Business:

1. Update board on District projects, such as solar project, cremation estates redesign, and ZELE program. Discussion and Action.
2. Request Board consider price adjustments to specific line items and services. Discussion and Action.

Unfinished Business: Print an updated cremation option flyer for mortuaries to use as a guideline.

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: October 15, 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

Notes

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