



West Side Cemetery District

440 Bob Hampton Road, Taft, Ca 93268

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Regular Monthly Board of Trustees Meeting
District Office Boardroom, 440 Bob Hampton Road, Taft, CA 93268
February 21, 2023

CALL TO ORDER: Gary Summers called the meeting to order at 5:08 p.m.

PLEDGE OF ALLEGIANCE: Shawn Sutherland led Flag Salute.

INVOCATION: Bob Jordan

PRESENT WERE: Melton, Summers, Jordan, Black, Sutherland and Manager Nick Ward

ABSENT WERE: None

GUESTS WERE: Charles Landwehr

PUBLIC COMMENT: None

CORRESPONDENCE: Jordan Miller with Roger Miller Insurance. District Auditor John Blomberg. West Kern Water, Daelon with Streamline, Lynel Ford with California DOF, SoCal Gas, CSDA, Les Clark III, Sunwealth LLC. Taft High School AVID. Matthew Watkins with TFG.

ANNOUNCEMENTS: None

- 1) **Approval of Minutes:** Robyn Melton made a motion to approve the Minutes of the December 20, 2022 board meeting. Don Black seconded the motion. Motion passed. Four (4) to Zero (0) One (1) abstained.
- 2) **Approval of Financial Statements:** Don Black made a motion to approve the Financial Statements for the months of December 2022 and January 2023. Shawn Sutherland seconded the motion. Motion passed Five (5) to Zero (0).
- 3) **Approval of Monthly Disbursements:**
Transaction Detail by Account (General): Shawn Sutherland made a motion to approve the cash disbursements for December 2022 and January 2023, for checks 7605 thru 7635 and ACH's for a total of \$20,826.92. Robert Jordan seconded the motion. Motion passed Five (5) to Zero (0).

Board Members: Gary Summers-Chairman + Robyn Melton-Vice-Chair/Secretary + Robert Jordan + Don Black + Shawn Sutherland **Staff:** Nick Ward-District Manager

Transaction Detail by account (Payroll): Shawn Sutherland made a motion to approve the cash disbursements for December 2022 and January 2023, for checks 1523 through 1537 and AJE's for \$60,607.52. Robert Jordan seconded the motion. Motion passed Five (5) to Zero (0).

MANAGERS' REPORT:

The District performed 7 services in December. Additionally, the District did 10 services in January totaling 59 for fy22-23. Compared to a total of 87 in fiscal year of 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. Manager and staff are making changes to the old "Parkway", which will become a memorial walk with cremation burial available. Clean up of the cemetery after wind and rain storm has maintenance staff busy as well.

AGENDA ITEMS:

- 1) State of the District. Discussion and Action. Discussion only.
- 2) Sunwealth PPA agreement regarding solar purchase. Discussion and Action. Discussion only.
- 3) SDRMA insurance renewal. Discussion and Action. Discussion only.
- 4) West Kern Water District rate changes. Discussion and Action. Discussion only.

Unfinished Business List: None

Other Board Items: None

BOARD MEMBER INPUT: Board would like to explore other credit card options, with potential rebates.

MEETING ADJOURNED: Meeting Adjourned: 6:12 p.m.

The next Meeting will be March 21, 2023.

Respectfully Submitted,

Robyn Melton – Vice Chair/Secretary

Board Members: Gary Summers-Chairman + Robyn Melton-Vice-Chair/Secretary + Robert Jordan + Don Black + Shawn Sutherland **Staff:** Nick Ward-District Manager

