

# ***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.

November 18, 2025

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

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

#### **INVOCATION:**

**ROLL CALL:** BLACK, MELTON, SUTHERLAND, JAMESON

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

**CORRESPONDENCE:** Les Clark-WSRPD, Netty Clark-Erickson & Brown, Supernova monuments.

**ANNOUNCEMENTS:** None

**APPROVAL OF MINUTES:** October 21, 2025

**APPROVAL OF FINANCIAL STATEMENTS:** October 2025

\*Balance Sheet

\*Profit & Loss YTD Comparison

\*Profit & Loss Budget vs. Actual

\* Stifel, LLC Investment Accounts

**APPROVAL OF MONTHLY CASH DISBURSEMENTS:** October 2025

\* Transaction Detailed by Account (General)

\*Transaction Detailed by Account (Payroll)

## **MANAGER'S REPORT:**

The District performed 7 services in October for a total of 31 services conducted for the 25-26 fiscal year. The district had completed 31 services a year prior. Grounds crew is busy conducting funeral services, general cleaning, sprinkler work, equipment maintenance, and preparation for fall and winter weather. Maintenance staff is also making changes to the Memorial Walk. Manager has been busy attending meetings for pesticide application license, working on policy updates, District price adjustments for new niche spaces and planning future needs for the cemetery district.

## **AGENDA ITEMS:**

### **Current Business:**

1. Re-election of Cemetery District board officers. Discussion and Action.
2. Consider price adjustment to certain services. Discussion and Action.
3. Consider a change in the process of Kern County fund management. 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:** December 15, 2025

**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:** \*Robyn Melton \*Don Black \*Shawn Sutherland \*Carrie Jameson

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

# Notes

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