

KINGSBURG CEMETERY DISTRICT
P.O. Box 542, Kingsburg, CA 93631

MINUTES

The regular monthly Board of Trustees met on Tuesday, October 25, 2022, at 1:00 PM in the office of the Kingsburg Cemetery District.

Meeting was called to order by Chairperson Wesley Carlson, at 1:10 PM. All Board Members and Superintendent, Carmen Rojas, Jr. were present as well as Office Manager, Jennifer Santos.

PUBLIC INPUT: None

Minutes of the September 27, 2022, meeting was reviewed by those present. A motion was made by Secretary, Tamara Jackson to approve the minutes as written. Seconded by Vice President, Rick Carsey. All in favor and motion carried.

CORRESPONDENCE: A letter from SDRMA was shared with the Board. No action was taken.

SUPERINTENDENT'S REPORT: Inform and updated Board:

1. Gators have been ordered. Superintendent has asked for quotes for purchase of a new tractor.
2. Dump Truck has steam coming out of the tail pipe. It could indicate a problem with the head gasket. Superintendent will take to Colorado's Auto Care to have checked out.

PLANNING WORKSHOP: Rick Carsey said a landscape plan will need to be drawn per city code, but KCD will have input as to types of vegetation and trees to be planted. City of Kingsburg has a meeting in November, and it will be addressed at that time.

OLD BUSINESS:

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Recommend transfer. Fresno County balance is \$1,320,898.79. Bank of America Enhancement (savings) account balance is \$724,572.34. Bank of America checking account has a balance of \$51,318.01. A motion was made by Tamara Jackson to transfer \$35,000 from Fresno County Treasury account to B of A checking and was seconded by Wes Carlson. All in favor, motion approved.

NEW BUSINESS:

1. Irrigation Well: Well may have a water level issue. Informed board of details. Brought up issue of hiring someone for the job and discussed requirements and limitations regarding paying the vendor at prevailing wage rate. President, Wes Carlson said he would look into what the minimum amount is required for cemetery jobs that must be paid at prevailing wage rate.
2. Public Complaint: A report was received about a large gathering in Block D that included a Barbeque, a soccer game, consumption of alcohol and was perceived to be 'disrespectful'. After considerable discussion, a board member agreed to contact local police and the board will consider adopting rule(s) at the next meeting to discourage certain activities on cemetery grounds.
3. Ratify Repair Cost category: Current fiscal year to date (FYTD) monies spent for Equipment Repair (5120) & Equipment Maintenance (5115) = \$17,934.86 combined. A motion was made by Tamara Jackson, Secretary, to increase the budgeted amount for those 2 combined categories to \$35,000. It was seconded by Wes Carlson. Motion passed. It was suggested that next fiscal year, the proposed budget should have (5120) Equipment Maintenance set as \$10,000 & (5115) Equipment Repairs @\$20,000.
4. Review 2022-2023 Fiscal Year Budget to date: Discussion regarding FYTD budget standing. Report provided with categories and percentages spent. No recommendations or motions were made.

5. November/December Board meeting: Board discussed combining the November & December meetings and set the date for Tuesday, December 6, 2022 by unanimous consent.
6. Enhancement Account: Recommend transferring funds directly to the enhancement account. All board members were a yes, in agreement to transfer directly.

BOARD COMMENTS: Board time to make comment(s). No action to be taken by Board.

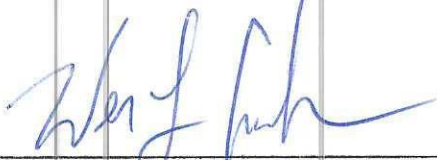
1. Wesley Carlson: none
2. Tamara Jackson: none
3. Rick Carsey: none.

ACCOUNT BALANCES, INCOME, and EXPENSES: please see *Profit & Loss, Balance Sheet, Sales by Item Summary, Deposit Detail, & Check Detail* reports for the month of **September 2022**.

BILLS FOR APPROVAL: Review all bills and sign checks for the period **October 15, 2022, through October 25, 2022**. A motion was made by Tamara Jackson to pay all bills provided. Second by Wesley Carlson. All in favor. Motion carried.

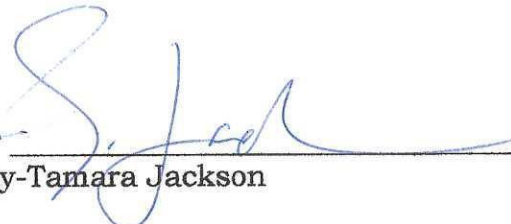
NEXT MEETING: The next meeting will combine November and December and be held on Tuesday, December 6, 2022, at 1:00 PM.

ADJOURN: There being no further business, a motion was made by Wes Carlson to adjourn the meeting. Second by Rick Carsey. All in favor and approved. Meeting was adjourned at 2:44 PM.



Chairperson-Wesley Carlson

ATTEST



Secretary-Tamara Jackson