

KINGSBURG CEMETERY DISTRICT

P.O. Box 542, Kingsburg, CA 93631

MINUTES

The regular monthly Board of Trustees met on Thursday, July 21, 2022, at 1:00 PM in the office of the Kingsburg Cemetery District.

Meeting was called to order by Chairperson Wesley Carlson, at 1:03 PM. All Board Members and Superintendent, Carmen Rojas, Jr. were present as well as Office Manager, Jennifer Santos.

PUBLIC INPUT: None

Minutes of the June 28, 2022, meeting was reviewed by those present. Motion was made by Chairperson Wes Carlson to approve the minutes as written. Second by Vice Chairperson, Rick Carsey. All in favor. Motion carried.

CORRESPONDENCE: none

SUPERINTENDENT'S REPORT: Inform and update Board. No action to be taken.

1. Superintendent informed the board of recent repairs needed on the John Deere tractor. Also, that the 2015 Backpack Blower quit/ locked up, so a new one was purchased for \$469 + tax.

PLANNING WORKSHOP: Board to discuss ideas and goals for future cemetery development.

Superintendent took Site Plan to City of Kingsburg to review. He was told that the Kingsburg Cemetery District cannot build because it is considered a "green space". Chairperson, Wes Carlson disagreed. Discussion was had. The Board agreed unanimously Vice Chairperson, Rick Carsey could check in with the city and work with them. Wes Carlson also noted that KCD should not be subject to the ordinances regarding things like building restrictions as a "green space" since a building or buildings are necessary to support the cemetery. Going forward, it was requested that any emails from the City of Kingsburg regarding the cemetery development be forwarded to Vice Chairperson, Rick Carsey.

OLD BUSINESS:

1. Fresno County Treasury and Bank of America accounts: Inform Board of amounts in these accounts. Fresno County balance is \$1,365,840.57. Bank of America Enhancement account balance is \$702,554.63. Bank of America checking account has a balance of \$48,332.56. No transfer from Fresno County was requested at this time.
2. Credit/ Debit Card: Update Board. Superintendent Carmen Rojas was notified by Bank of America that their representative, was off work for an extended time and cancelled the appointment that was scheduled for July 14th. He will attempt to get an updated appointment with B of A.
3. Salary Tiers & District Employee Raises: Board to consider adopting salary tiers and raises for District employees. A revised Pay Level/Tier was provided. Adjustments were made changing the starting wage for any newly hired grounds men to \$15.50 per hour since the minimum wage in California, as noted by Wes Carlson, will increase for all employers to \$15.50 per hour. The wage cap for that category of employee is set to \$22.00 per hour. Salary increases were discussed: J Ortega to increase \$1.00 per hour, K. McKennie to increase \$1.34 per hour and S. Garcia to increase \$1.23 per hour all starting August 1, 2022. J. Santos to increase \$1.50 per hour October 15, 2022. Wes Carlson made a motion to approve and adopt the pay tier and salary increases. Tamara Jackson seconded. All approved.
4. Utility Cars: Supervisor will check back with the 3 vendors: Midland Tractor, Lawrence Tractor & Hanford Equipment to check on availability and pricing after the end of July 2022.
5. Signature Card B of A Enhancement Account: Board needs to sign updated signer forms and

have notarized. Since B of A requires a resolution to remove previous board members, it would be ok to update the signature cards. A motion was made by Chairperson, Wes Carlson to update the signature cards and take necessary steps to accomplish the update including having them notarized. Rick Carsey seconded. All approved.

NEW BUSINESS:

1. 2022-2023 Budget. Board reviewed budget. After some discussion, Secretary, Tamara Jackson made a motion to approve the 2022-2023 Budget. Vice Chairperson, Rick Carsey seconded. All Approved.

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

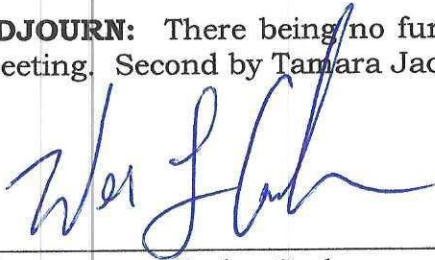
1. Wesley Carlson: none
2. Tamara Jackson: none
3. Rick Carsey: none

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

BILLS FOR APPROVAL: Review all bills and sign checks for the period **July 15, 2022, through July 21, 2022**. A motion was made by Wesley Carlson to pay all bills provided. Second by Tamara Jackson. All in favor. Motion carried.

NEXT MEETING: The next meeting will be held on Tuesday, August 23, 2022, at 1:00 PM.

ADJOURN: There being no further business, a motion was made by Wes Carlson to adjourn the meeting. Second by Tamara Jackson. All in favor. Motion carried to adjourn at 2:14 PM.



Chairperson-Wesley Carlson

ATTEST



Secretary-Tamara Jackson