



AGENDA
BOARD OF TRUSTEES MEETING
OF THE SOUTH KERN CEMETERY DISTRICT
ARVIN LIBRARY BOARD ROOM
200 CAMPUS DRIVE, ARVIN, CA
TUESDAY SEPTEMBER 20, 2016 AT 5:30 PM

1. **Call To Order:**
2. **Pledge of Allegiance:**
3. **Roll Call:**
4. **Public Comments and Communication:** This portion of the meeting is reserved for members of the public desiring to address the Board on any matter not on the agenda and over which the Board has jurisdiction. The Board will receive comments but will not respond or take any action. Any matter may be referred to staff for further review or disposition. The person addressing the Board is asked to state their name and address for the record. Each member addressing the public should limit their comments to two minutes in duration.
5. **Consent Calendar:** These items are routine and non-controversial. These items are approved in one motion unless a Board member or member of the public removes a particular item.
 - a. Approval of the Bill Paying List for August 2016: \$5,904.93
 - b. Approval and acceptance of minutes:
August 16, 2016 Regular Meeting
 - c. YTD budget report
 - d. Investment, banking, and tax accounts report
 - e. Accounts Receivable Aging Report
 - f. Burial activity report
 - g. Resolution 0901 approving endowment and pre-need transfers
 - h. Updated CIP Plan
 - i. Acknowledge receipt of all correspondence

Board Business

6. **None**
7. **Recess to Closed Session:** CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code Section 54956.9(d)(2)(e)(1)) Number of cases: One
(1) Significant exposure to litigation in the opinion of the District and on the advice of legal counsel, based on: Facts and circumstances that might result in litigation against the District, the District believes are not yet known to a potential plaintiff or plaintiffs, which facts and circumstances need not be disclosed

8. Reconvene in Open Session:

9. Report from Closed Session:

10. District Manager Report:

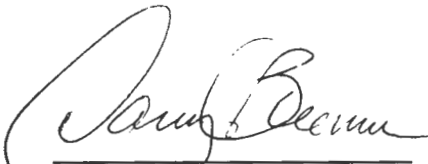
- a. Marketing ads placed
- b. Staff training in October
- c. Cemetery Mosquito and Vector Control Update

11. Board Member Comments:

12. Adjournment:

Next regular scheduled meeting will be at 5:30PM on October 18, 2016 at the Arvin Library.

This is to certify that this agenda was posted at The South Kern Cemetery District Office, 15543 South Vineland Road Bakersfield, CA on September 16, 2016.



Danny R. Brown
District Manager

The South Kern Cemetery District does not discriminate on the basis of disability in the access to, provision of or employment in its programs and activities pursuant to 29 United States Code Section 12132 and California Civil Code Section 54. Information regarding the rights provided under the Americans with Disabilities Act (ADA) may be obtained from the District Office. If you need special assistance to participate in any meeting, please contact the District Office at (661) 845-2540 to make reasonable arrangements to ensure accessibility to this meeting.

South Kern Cemetery District

15543 South Vineland Road

Bakersfield, CA 93307

Bill Transaction

August-16

Check	Vendors	Amount Paid
3277	Bank of America Business Card	\$14.99
3278	Mission Linen Supply	\$159.25
3279	AT&T	\$191.95
3280	PG&E	\$972.42
3281	Ready Refresh	\$17.39
3282	United Health Care	\$768.28
3283	Kaiser Permanente	\$2,408.17
3284	Applied Technology Group Inc.	\$174.00
3285	Lamont Sanitation	\$176.68
3286	Kern River Power Equipment Inc.	\$249.73
3287	Office Depot	\$52.66
3288	Blackburn Oil	\$186.54
3289	Floyd's General Stores	\$125.69
3290	Lamont General Store	\$34.46
3291	PA Security and Video	\$30.00
3292	Reed Print, Inc.	\$56.00
3293	Chandra Mead	\$86.72
3294	Farrell Neeley	\$50.00
3295	Manuel Pantoja	\$50.00
3296	Linda Leary	\$50.00
3297	Lowell Edward Chalk, Jr.	\$50.00
Total		\$5,904.93



**MINUTES
BOARD OF TRUSTEES MEETING
OF THE SOUTH KERN CEMETERY DISTRICT
FRAZIER PARK LIBRARY BOARD ROOM
3732 PARK DRIVE, FRAZIER PARK, CA
TUESDAY AUGUST 16, 2016 AT 5:00 PM**

1. **Call To Order:** Chairman Neeley called the meeting to order at 5:30 PM
2. **Pledge of Allegiance:** Chairman Neeley led the Pledge of Allegiance
3. **Roll Call:** Chairman Neeley, Vice-Chairman Mead, Trustees Leary, Pantoja, and Chalk. All present.
4. **Public Comments and Communication:** This portion of the meeting is reserved for members of the public desiring to address the Board on any matter not on the agenda and over which the Board has jurisdiction. The Board will receive comments but will not respond or take any action. Any matter may be referred to staff for further review or disposition. The person addressing the Board is asked to state their name and address for the record. Each member addressing the public should limit their comments to two minutes in duration.

None

5. **Consent Calendar:** These items are routine and non-controversial. These items are approved in one motion unless a Board member or member of the public removes a particular item.
 - a. Approval of the Bill Paying List for July 2016: \$15,220.10
 - b. Approval and acceptance of minutes:
July 19, 2016 Regular Meeting
 - c. YTD budget report
 - d. Investment, banking, and tax accounts report
 - e. Accounts Receivable Aging Report
 - f. Burial activity report
 - g. Resolution 0801 approving endowment and pre-need transfers
 - h. Acknowledge receipt of all correspondence

Trustee Chalk made a motion to approve the consent calendar. Trustee Pantoja seconded the motion. Item is passed 5-0-0.

Board Business

6. **Report, Discussion and Direction, RE: Strategic Plan Capital Improvement Plan (CIP) for the district.**

The board reviewed the plan line by line and made adjustments. Item will be amended as directed and provided at the next board meeting as an informational item.

7. District Manager Report:

- a. Outstanding checks to be cashed
- b. Audit has begun

8. Board Member Comments:

None

9. Recess to Closed Session: Performance Evaluation; District Manager. Government Code §54957(b)(1) at 6:38 PM

10. Reconvene in Open Session: at 6:58 PM.

11. Report from Closed Session: District Manager evaluation issued. Board authorizes 39 hours executive time off to be accrued at 45 minutes per week (1.5 hours per pay period) at the value of \$1190.67. No carry over and no buy out authorized.

12. Adjournment:

Meeting adjourned at 7:02 PM

Respectfully Submitted,

Danny R. Brown
District Manager

South Kern Cemetery District
 Profit/Loss by Month
 July 2016 through June 2017

Income	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL	BUDGET
Income Pre-Need to At-Head	640.00	3,099.13											\$ 3,739.13	
At Need Sales														
Services Charge														
Burial Rights	1,310.00	2,820.00											\$ 3,930.00	
Open/Close	2,475.00	2,450.00											\$ 4,925.00	
Installing Memorials	1,400.00	1,690.00											\$ 3,090.00	
Handling Fee	1,050.00	1,690.00											\$ 2,730.00	
Equipment Services	1,575.00	1,575.00											\$ 3,150.00	
Liner	2,275.00	2,890.00											\$ 5,165.00	
Endowment Fund	1,090.00	1,440.00											\$ 2,530.00	
Colunbarium Niche														
Out of District														
At Need Sales - Other														
Disinterment														
Total At Need Sales	\$ 11,805.00	\$ 17,424.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,229.13	\$ 228,600.00
Pre Need Sales														
Contract Charges	40.00	40.00											\$ 80.00	
Memorial Setting Fee													\$ -	
Endowment	1,080.00	360.00											\$ 1,440.00	
Burial Rights	1,995.00	1,310.00											\$ 3,275.00	
Niche Plaque Etching													\$ -	
Niche Sales													\$ -	
Niche O/C Doc													\$ -	
Total Niche Sales													\$ -	
Interest on Investment Account		0.19											\$ 0.19	
Interest on Bank Account													\$ -	
Interest On County Accounts													\$ -	
Property Tax Income	538.75	127.66											\$ 666.41	
Legacy Sales													\$ -	
Fiscal Year Tax Apportionment	538.75	127.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ 666.60	\$ 120,030.00
Gross Income	\$ 15,428.75	\$ 19,261.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,690.73	\$ 465,500.00
EXPENSE														
District Manager	6,106.00	4,894.00											\$ 10,990.00	
Administrative Assistant	3,883.00	3,126.40											\$ 7,009.40	
Grounds Crew I	3,489.00	2,806.40											\$ 6,295.40	
Grounds Crew II	3,221.00	2,614.40											\$ 5,835.40	
Grounds Crew III	1,562.00	1,140.83											\$ 2,722.83	
Board of Trustees Meeting	200.00	200.00											\$ 400.00	
Insurance-Health	2,408.00	2,408.00											\$ 4,816.00	
Insurance-Dental	620.64	620.64											\$ 1,241.18	
Insurance-Vision	111.82	147.74											\$ 259.56	
Insurance-Flex Elect	300.00	300.00											\$ 600.00	
Insurance-Life													\$ -	
Board Per Diem													\$ -	
Employee Per Diem													\$ -	
CAIPERS	2,160.63	3,743.18											\$ 5,903.81	
Uniforms	242.53												\$ 242.53	
Safety Equipment	75.00	75.00											\$ 150.00	
Cellular Allowance	200.00	200.00											\$ 400.00	
Vehicle Allowance	36.72	480.72											\$ 517.44	
Travel & Training-Trustees													\$ -	
Travel & Training-Employees	-825.00	444.00											\$ (181.00)	
Fuel and Oil	114.00	166.54											\$ 300.54	
Tree Maintenance													\$ -	

South Kern Cemetery District
 Profit/Loss by Month
 July 2016 through June 2017

	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL	BUDGET
Cleaning/Paper Supplies													\$ -	
Large Tool Replacement	71.00												\$ 71.00	
Small Tool Replacement		34.46											\$ 34.46	
Equipment Repairs and Maintenance	100.00	291.90											\$ 391.90	
Headstone Base													\$ -	
Liners	6,617.00												\$ 6,617.00	
Vase	766.00												\$ 766.00	
Insecticides and Herbicides	102.00												\$ 102.00	
Maintenance and Grounds	504.00	83.52											\$ 587.52	
Marker Equipment, Repair													\$ -	
Maintenance and Grounds Subtotal	\$ 8,264.00	\$ 598.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,862.42	\$ 43,800.00
Administration													\$ -	20.23%
Postage	94.00												\$ 94.00	
Office Supplies	112.00	52.66											\$ 164.66	
Memberships													\$ -	
County of Kern Admin Fees	23.00												\$ 23.00	
Professional Services-Audit													\$ -	
Professional Services-Legal	1,341.00												\$ 1,341.00	
Software/Computers	15.00	108.99											\$ 124.99	
Marketing/Ads		56.00											\$ 56.00	
Bank Fee		0.80											\$ 0.80	
Credit Card Processing Fee		78.61											\$ 78.61	
Sales Tax													\$ -	
Payroll Tax-SS/IFCA	1,426.00	1,142.81											\$ 2,568.81	
Insurance-Property Liability													\$ -	
Insurance-Workers Comp													\$ -	
Insurance-Unemployment													\$ -	
Memorial Day Services	226.00												\$ 226.00	
Payroll Processing Fee	134.00	124.18											\$ 258.18	
Administration Subtotal	\$ 3,371.00	\$ 1,566.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,937.25	\$ 70,050.00
Utilities													\$ -	7.05%
AT&T	189.00	191.95											\$ 380.95	
PG&E	943.00	872.42											\$ 1,815.42	
Alarm Services	30.00	30.00											\$ 60.00	
Internet Service	79.00	79.00											\$ 158.00	
Drinking Water	129.00	17.39											\$ 146.39	
Returned Lots													\$ -	
Sanitation Service	177.00	176.68											\$ 353.68	
Utilities Subtotal	\$ 1,547.00	\$ 1,467.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,014.44	\$ 15,940.00
Capital Outlay													\$ -	16.81%
Grounds/Irrigation													\$ -	
Buildings													\$ -	
Equipment													\$ -	
Vehicles													\$ -	
Utility Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Expenses Total	\$ 37,193.44	\$ 26,822.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,015.56	\$ 486,500.00
TOTAL EXPENSE	\$ 37,193.44	\$ 26,822.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,015.56	13.72%
TOTAL INCOME	\$ 15,428.15	\$ 19,261.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,690.09	\$ 34,690.73
PROFIT (LOSS)	\$ (21,765.29)	\$ (7,560.18)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (29,325.47)	\$ (29,324.83)

	9/2015	10/2015	11/2015	12/2015	1/2016	2/2016	3/2016	4/2016	5/2016	6/2016	7/2016	8/2016
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Investment Account

2015-16												
Opening Valuation	\$ 333,333.05	\$ 333,175.12	\$ 332,544.84	\$ 331,351.44	\$ 331,057.17	\$ 331,708.24	\$ 331,877.13	\$ 332,088.16	\$ 484,822.55	\$ 489,510.93	\$ 492,845.06	\$ 499,698.66
Credit/Debits/Transfers	\$ 788.08	\$ 792.30	\$ 707.64	\$ 707.64	\$ 707.64	\$ 707.64	\$ 707.64	\$ 707.64	\$ 707.64	\$ 707.64	\$ 707.64	\$ 707.64
Change In Value	\$ (946.11)	\$ (1,422.58)	\$ (1,901.04)	\$ (284.27)	\$ (848.07)	\$ 170.89	\$ 181.03	\$ (1,804.42)	\$ (5,811.92)	\$ 3,334.13	\$ (77.86)	\$ (875.15)
Closing Valuation	\$ 333,175.12	\$ 332,544.84	\$ 331,351.44	\$ 331,057.17	\$ 331,708.24	\$ 331,877.13	\$ 332,088.16	\$ 484,822.55	\$ 489,510.93	\$ 492,845.06	\$ 499,698.66	\$ 499,698.66

Bank of America Account

Checking Account	2687	\$ 107,361.49	\$ 95,979.69	\$ 76,049.53	\$ 57,204.56	\$ 54,014.00	\$ 36,138.63	\$ 23,050.28	\$ 14,492.09	\$ 15,470.50	\$ 1,640.03	\$ 35,130.84	\$ 16,658.04
Credit Card Received	1820	\$ 49,923.99	\$ 49,924.84	\$ 49,925.66	\$ 49,926.51	\$ 49,927.36	\$ 49,928.15	\$ 49,929.00	\$ 49,929.82	\$ 24,930.38	\$ 24,903.79	\$ 12,931.01	\$ 2,931.20
Special Projects	1130	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cash On Hand		\$ 157,285.48	\$ 145,904.53	\$ 125,975.19	\$ 107,131.07	\$ 103,941.36	\$ 86,066.78	\$ 72,979.28	\$ 64,421.91	\$ 40,400.88	\$ 36,643.82	\$ 48,061.85	\$ 19,589.24

County Funds

Tax Account Funds	42000	\$ 92,645.95	\$ 95,441.08	\$ 98,623.51	\$ 143,453.50	\$ 145,631.04	\$ 148,273.06	\$ 150,867.15	\$ 96,392.44	\$ 99,176.14	\$ 102,502.11	\$ 77,473.01	\$ 77,828.25
Endowment Care	42002	\$ 73,433.13	\$ 73,540.34	\$ 73,540.34	\$ 73,540.34	\$ 73,658.81	\$ 73,658.81	\$ 73,658.81	\$ 1,133.60	\$ 1,133.60	\$ 1,133.60	\$ 1,132.11	\$ 1,170.26
Land Purchases/Development	42004	\$ 964.98	\$ 966.39	\$ 966.39	\$ 966.39	\$ 967.95	\$ 967.95	\$ 967.95	\$ 969.71	\$ 969.71	\$ 963.71	\$ 969.91	\$ 971.74
Pre-Need Sales	42005	\$ 124,406.89	\$ 124,606.82	\$ 124,606.82	\$ 124,606.82	\$ 124,807.54	\$ 124,807.54	\$ 124,807.54	\$ 119,750.64	\$ 119,750.64	\$ 119,750.64	\$ 109,646.72	\$ 110,074.64
Total		\$ 291,450.95	\$ 294,554.63	\$ 297,737.06	\$ 342,597.06	\$ 345,085.34	\$ 347,797.36	\$ 350,201.46	\$ 248,248.39	\$ 251,030.88	\$ 254,350.05	\$ 189,471.75	\$ 190,944.89
Total All Cash Accounts		\$ 781,911.35	\$ 773,004.00	\$ 765,083.69	\$ 780,755.29	\$ 780,712.54	\$ 753,651.27	\$ 755,348.85	\$ 777,490.85	\$ 760,941.90	\$ 743,734.84	\$ 737,382.26	\$ 709,576.30

South Kern Cemetery District

15543 South Vineland Road
Bakersfield, CA 93307

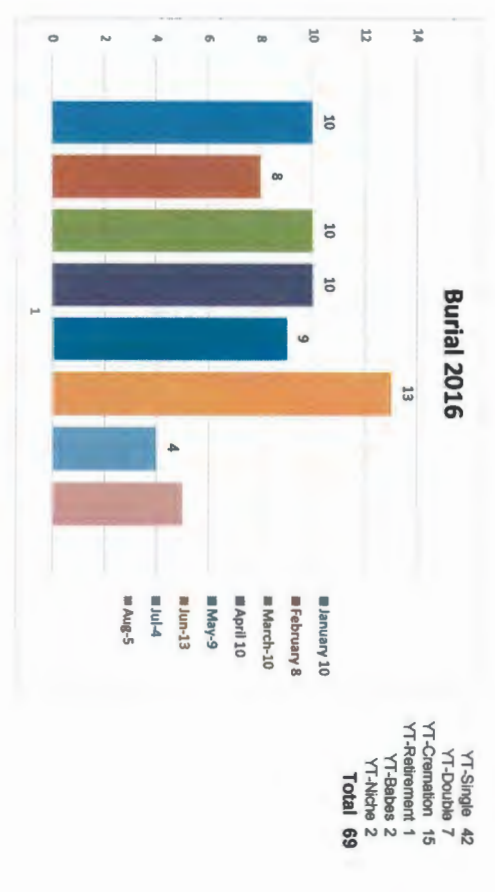
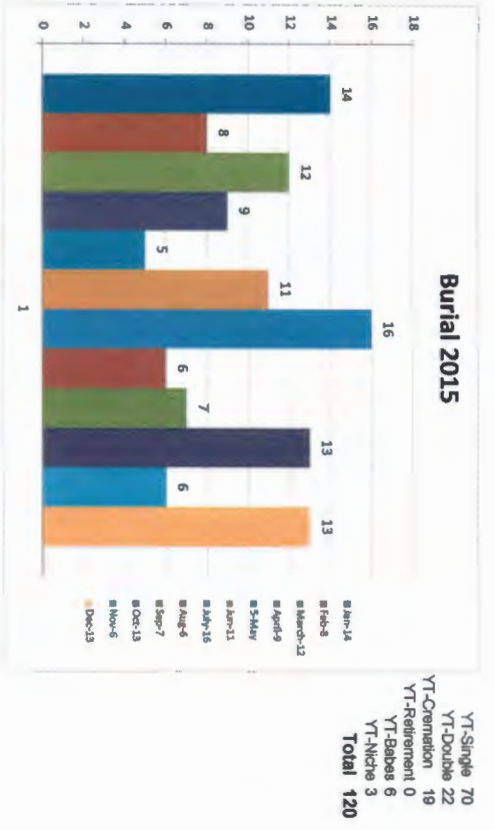
Aged Receivables [Summary]

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Name	Total Due	0 - 90	91 - 180	181 - 360	360+
Arbie Darlene Upton	\$24.00	\$0.00	\$0.00	\$0.00	\$24.00
Maricarmen Arroyo	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00
Olivas Benigno	\$325.00	\$325.00	\$0.00	\$0.00	\$0.00
Byron David Fleming	\$53.75	\$0.00	\$0.00	\$0.00	\$53.75
Carlos Alejandro Larios	\$820.00	\$0.00	\$0.00	\$0.00	\$820.00
Maria Del Rosario Castro	\$580.00	\$0.00	\$580.00	\$0.00	\$0.00
Araceli Cervantes Ochoa	\$885.00	\$885.00	\$0.00	\$0.00	\$0.00
Cesar & Norma Moreno	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00
Calvin R. and Maylien Clab	\$750.01	\$0.00	\$750.01	\$0.00	\$0.00
Dora Perez	\$1,312.96	\$0.00	\$0.00	\$0.00	\$1,312.96
Eliseo Raya Reyes	\$1,100.00	\$1,100.00	\$0.00	\$0.00	\$0.00
Elizabeth Salinas	\$241.66	\$0.00	\$0.00	\$0.00	\$241.66
Epifania De La Rosa	\$317.50	\$0.00	\$0.00	\$317.50	\$0.00
Esmeralda Moreno	\$300.50	\$0.00	\$0.00	\$300.50	\$0.00
Guadalupe Gomez	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00
Guadalupe Navarro	\$1,479.50	\$0.00	\$0.00	\$0.00	\$1,479.50
Herminia Gomez	\$540.00	\$0.00	\$0.00	\$0.00	\$540.00
Inez Hernandez Lopez	\$160.00	\$0.00	\$160.00	\$0.00	\$0.00
Amparo Juarez	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00
Juana E. Lopez Hernandez	\$816.67	\$816.67	\$0.00	\$0.00	\$0.00
Margarita G. Hernandez	\$1,680.00	\$0.00	\$0.00	\$0.00	\$1,680.00
Maria Carrera	\$310.00	\$0.00	\$310.00	\$0.00	\$0.00
Miguel Morales	\$550.00	\$0.00	\$0.00	\$0.00	\$550.00
Harold & Patsy Newton	\$666.68	\$0.00	\$666.68	\$0.00	\$0.00
Juan C. Parra	\$382.50	\$0.00	\$382.50	\$0.00	\$0.00
Patricia Amador	\$882.36	\$0.00	\$0.00	\$0.00	\$882.36
Maria Penalosa	\$1,127.50	\$0.00	\$0.00	\$1,127.50	\$0.00
Margarita Perez	\$1,080.00	\$0.00	\$1,080.00	\$0.00	\$0.00
Ricardo & Margarita Perez	\$915.00	\$0.00	\$0.00	\$915.00	\$0.00
Oscar Rendon	\$260.00	\$0.00	\$260.00	\$0.00	\$0.00
Antonio & Anita Rivera	\$1,003.40	\$0.00	\$0.00	\$1,003.40	\$0.00
Agustina Rodriguez	\$124.50	\$0.00	\$0.00	\$124.50	\$0.00
Sauseda Conrado Rodrigu	\$1,404.68	\$0.00	\$0.00	\$0.00	\$1,404.68
Juana Segoviano	\$525.00	\$525.00	\$0.00	\$0.00	\$0.00
Susana Gonzalez	\$708.34	\$0.00	\$0.00	\$0.00	\$708.34
Total:	\$23,676.51	\$4,551.67	\$4,189.19	\$5,238.40	\$9,697.25
Aging Percent:		19.2%	17.7%	22.1%	41.0%

South Kern Cemetery District Arvin



	2009	2010	2011	2012	2013	2014	2015	2016	Average
January	9	7	16	13	15	10	14	10	12
February	9	7	8	9	6	7	8	8	8
March	8	17	6	9	6	9	12	10	10
April	8	8	12	6	8	7	9	10	9
May	10	8	6	7	14	7	5	9	8
June	15	10	11	9	3	7	11	13	10
July	11	9	9	3	10	7	16	4	9
August	12	8	12	6	8	13	6	5	9
September	12	8	14	19	11	13	7	12	12
October	2	8	5	10	7	8	13	8	8
November	11	6	11	15	15	7	6	10	10
December	9	8	11	9	10	10	13	10	10
Total	116	101	141	110	118	100	140	96	11

RESOLUTION No. 2016-0901

A RESOLUTION OF THE SOUTH KERN CEMETERY DISTRICT
AUTHORIZING THE TRANSFER OF ENDOWMENT AND PRE-NEEDS
FUNDS

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WHEREAS, the South Kern Cemetery District is the sole governing authority responsible for the oversight of cemetery operations and district assets, and;

WHEREAS, it is necessary for the Board of Trustees to provide for the allocation and accounting of district funds, and;

WHEREAS, it is necessary for the Board of Trustees to assure an accounting of separated endowment and pre-need funds without comingling, and;

WHEREAS, the Board of Trustees has directed the District Manager to carry out monetary transfers thereunto pertaining, and;

WHEREAS, it is necessary to assure compliance with existing district financial policies and sound business practices, and;

WHEREAS, it is necessary to execute the carrying out for the continued services for the public and to act within the proper legal authority, and;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees for the South Kern Cemetery District do hereby authorize the below identified funds up to and including August 31, 2016.

BE IT FURTHER RESOLVED that funds transfers are ordered to be completed and prepared for signature authorizing the transfer of identified funds.

August 1, 2016 to August 31, 2016 Endowment	<u>\$1,800.00</u>
Total Endowment Transfer	\$1,800.00

August 1, 2016 to August 31, 2016 Pre-Need to At-Need transfers	<u>\$ 3,099.13</u>
Total Pre-Need 42005 to At-Need Bank of America	\$ 3,099.13

PASSED AND ADOPTED by the Board of Trustees for the South Kern Cemetery District on this 20th Day of September, 2016 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Dr. Farrell F. Neeley, PhD.
Chairman of the Board of Trustees

ATTEST:

Danny R. Brown
Secretary of the Board of Trustees

Capital Improvement Program

South Kern Cemetery District



Project	Category	Est. Duration	Est. Cost	Notes
Tree Maintenance	Category 1	1 month	\$4,000.00	
Light Poles	Category 1	6 months	\$3,000.00	
Heavy Gravel surface at Yard	Category 1	1 week	\$1,000.00	
Electrical Panel upgrade	Category 1	1 month	\$4,000.00	200 amp panel upgrade with breakers
Road seal and repair	Category 1	1 month	\$8,000.00	
Web Rebuild	Category 1	2 month	\$2,400.00	
Headstone concrete forms/frame	Category 1	2 month	\$1,000.00	
Paging/PA system for the property	Category 2	2 month	\$750.00	
Sliding Gate at Yard	Category 2	2 weeks	\$2,000.00	Look at Conversion kits
Yard Parking Canopy	Category 2	1 month	\$5,000.00	Look at Solar on roof
Break Area Canopy	Category 2	1 month	\$1,500.00	
Water well additional depth	Category 2	6 months	\$25,000.00	
Chapel Roof and Parapet Rebuild	Category 2	1 month	\$3,500.00	
French Drains at Yard	Category 2	1 month	\$3,000.00	
Equipment-Tractor and Disc	Category 5		\$20,000.00	
Water well filtration	Category 5	3 months	\$30,000.00	
Road paving	Category 5	6 months	\$150,000.00	
Equipment-Excavator	Category 5		\$35,000.00	