

**WINTERS CEMETERY DISTRICT
BOARD OF TRUSTEES**

**Tuesday
July 30, 2019**

SPECIAL MEETING MINUTES

A special meeting of the Winters Cemetery District was held Tuesday, July 30, 2019, at 9:00 a.m. at the cemetery office.

ROLL CALL:

Chairperson Dennis Kilkenny called the meeting to order noting those in attendance.

Present: Chair Dennis Kilkenny, Vice-Chair Joe Bristow, Trustee Larry Justus,
Trustee Viona Hague, Trustee Timothy Bozarth and Manager Sheila Carbahal

AGENDA ITEM NO. 2 Action – Agenda Approval

Chairperson Kilkenny called for a motion. Trustee Justus made the motion to approve. It was seconded by Trustee Bozarth. With no further discussion, with all ayes the motion carried.

AGENDA ITEM NO. 3 Public Comments

Public comment was opened and closed seeing no public in attendance.

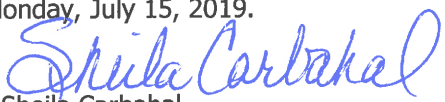
AGENDA ITEM NO. 4 Award of Contract

Board members were presented the bid results on the Modular Office project that were opened on July 25th with Trustee Bozarth, Alan Mitchell of Ponticello, Inc, Manager Carbahal and the two bidding contractors in attendance. Bids were received from VacaValley Excavating and ProBuilders. The low bid of \$218,000.00 with approved documentation was received from ProBuilders of Orangevale. VacaValley Excavating came in at \$249,485.00 with a missing addendum document. Trustee Bozarth coming from a construction background was asked if the bid seemed reasonable to him. He stated it seemed a bit high, but considering the timing and how busy contractors are at this time he didn't think we could get anything lower. Chair Kilkenny asked what our original estimate was. Manager Carbahal commented, considering this was based on two years ago we estimated it to be \$275,000.00 and that included the cost of the building. Chair Kilkenny called for a motion. Trustee Justus made the motion to award the contract to ProBuilders in the amount of \$218,000.00. Trustee Bozarth asked what about change orders needing to be made with a quick turnaround. Trustee Justus amended the motion to include Manager Carbahal can make that necessary change order when needed and sign if under \$10,000.00 without Board approval. Vice-chair Bristow seconded the motion. With no further discussion the motion carried with ayes from all members.

BOARD COMMENTS – The Board commented about security features and whether the gates should be locked early during construction.

A motion was made to adjourn the meeting at 9:15 a.m.

Under penalty of perjury I swear that the Agenda Notice was posted on the website, the office front door and the bulletin board of the Post Office at 9:15 a.m. on Monday, July 15, 2019.


Sheila Carbahal
Manager/Board Clerk

Quilley
James Justice
Timothy C. Smith
Vernon Hughes
J. C. Smith

Board of Trustees

Date

8/14/19