

WEST POINT CEMETERY DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, MARCH 1, 2022
MINUTES

6:00 P.M. Cemetery Office

The meeting was called to order. Directors Julio Guerra, Judy Garcia, Kirk Smith, Robert Stanford and Brian Smith were present. Also present were Groundskeeper Ritchey Garrison and Clerk Jill Jenkins.

The minutes of the last meeting held on 2/1/22 were reviewed. Kirk made the motion to adopt the minutes as written. Brian seconded the motion. The minutes were adopted with 5 votes.

Julio reported Danieri's Mortuary has poured concrete on the Rowe plot. Judy said they still need to clean the dirt off of one plot and the fence line. Julio will continue to follow up with Danieri's.

Correspondence for the month was reviewed. Julio said he'd contacted CA Special Districts Association and gave them the updated Directors list and contact information.

Discussion took place regarding the public hearing date for the proposed adjustment to the plot fee schedule and designation of Section O. Kirk made the motion to set April 5, 2022 at 6:10 p.m. as the public hearing to be held at the Cemetery Office. Brian seconded the motion. The public hearing was approved with 5 votes. Julio has drafted a resolution raising the fee for regular plots to \$400.00 and setting the cost for plots in Section O, for cremation burials, at \$250.00. Julio and Kirk will draft a public notice and send to the newspaper. Discussion took place regarding the cemetery interment criteria as having a local family connection or local property.

Brian suggested installing signs stating "Park on Pavement Only" to designate parking areas. Kirk said it would be helpful to place a banner or a sandwich board prior to an event or funeral service. Ritchey suggested the parking information could be on each section identification sign. Brian said he has 2 x 8 cedar signs to identify the sections. This matter was tabled to the April meeting.

Jill distributed copies of maps for Section 6. She and Judy will continue to work on mapping Section 5. Bob suggested that the cemetery restore the "3 Chinese Graves". Brian made the motion to have Bob contact the mason and get drawings and estimates for the restoration to present to the Directors at a later meeting. Julio seconded the motion. Bob will take this project with the approval of all Directors.

Brian reported the logger is trying to secure a market for the sale of the pine trees in Sandy Gulch before he takes them down. He'll update the process at the April meeting.

Ritchey reported the tree trimming is going well. He said he's talked with Don McCollum to get a bid to clear the trimmings. Brian suggested renting a chipper. Julio will check with John Ballesteros and Josh Noble to get bids for clearing. Ritchey said he's sprayed Sections L, M, N and O. He said Sandy Gulch has been cleaned and sprayed also. He informed that some of the Veteran's graves have been or will be restored with concrete. Brian said he'd talked with Debbie Grimes regarding the Native American's decorations. Judy reported she had also spoken with Gloria Grimes. Ritchey reported the decorations are down as of today. Judy said with Easter and Mother's Day coming up the cemetery needs to be cleaned of old decorations. Ritchey stated the trailer and tracking device are working well. He reported the need to have all 3 doors in the office building keyed alike. Kirk made the motion for Ritchey to contact a professional locksmith to change the 3 door locks to be keyed alike and to change the bathroom door lock to have a separate key. Brian seconded the motion. The door locks will be changed with 5 votes.

Ritchey said glyphosphate (Roundup) will be going off the market soon and he'll purchase what he can, if he can find it. Julio looked it up and reported it will be reformatted in 2023.

The district's payables were presented in 2 transmittals: \$775.44 for the regular payables and \$322.46 for the Cal Card transmittal. Kirk made the motion to pay both transmittals. Bob seconded the motion. Both transmittals were paid with 5 votes. Judy reported there had not been any plot sales during the past month.

Julio reported he hopes to get a template to assist with the development of the District's Bylaws and Policies while attending the upcoming conference. He will also take his ethics training while at the conference. He reminded all Directors about the deadline for submission of the Form 700.

The meeting adjourned at 7:15 p.m.

Respectfully Submitted,

Jill M. Jenkins, Clerk