

WEST POINT CEMETERY DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, OCTOBER 3, 2023
MINUTES

6:00 P.M. Cemetery Office

Chairman Julio Guerra called the meeting to order. Directors Guerra, Robert Stanford, Judy Garcia, Kirk Smith and Brian Smith were present. Also present were Groundskeeper Ritchey Garrison and Clerk Jill Jenkins via phone call.

The minutes of the last meeting held on Sept. 5, 2023 were reviewed. Brian made the motion to adopt the minutes as written. Bob seconded the motion. The minutes were adopted with 5 votes.

Correspondence for the month was reviewed and there was no action necessary.

Julio reported he had responded to Jennifer Howse, the neighbor of the Sandy Gulch Cemetery, regarding removal of trees on the cemetery property. She said in an email to the district that she does not support the removal of any more trees. She also stated the cemetery district may not remove trees through their property. Julio said he invited Mr. and Mrs. Howse to our meeting this evening, but they refused. Discussion took place on how to fall the trees for safety reasons and to avoid any falling on the Howse property. Ritchey suggested that the trees be dropped in sections and then removed through another neighbor's property. He said he's spoken with the neighbor, Randy Carlins, about doing so. Julio said County Counsel has advised that there are ways for the district to proceed and they will get back to Julio before the next meeting. Kirk and Julio will review any County Counsel correspondence to Mr. and Mrs. Howse before it is sent. It was decided to wait for County Counsel's response to the matter. Brian stated that the buyer, Oneto, wants all of the trees. He said he'll talk with Brian Oneto about extending the purchase agreement to next year. Judy asked why the leaning tree wasn't taken down first. Kirk stated other trees were destroying grave sites and removed first.

Julio stated that Cathy Castillo, CPA has completed the district's financial review for fiscal year 22/23. She emailed a draft of the review to all Directors. Julio asked that everyone review the draft and be ready for Cathy to present at the November meeting.

Jill reported that she is working with Special Districts Risk Management Authority (SDRMA) for a quote on the Worker's Compensation Insurance. She will present the proposal at the November meeting.

Bob reported that he and Ritchey have met to map a site to put the tractor shelter. He presented quotes for an RV shelter of 10' x 31' ranging from \$5829.00 to \$6659.00 with the difference in roof pitch and structure beams. Bob recommended the gable roof of green color. Brian asked if there was interest in the

trailer container and there was none. Kirk stated he wants to stake out the shelter as to proximity to grave sites. Julio read the warranty conditions of the RV shelter and asked about the need for a permit. The matter was tabled to the November meeting.

Brian stated the quote he received for ground penetrating included the entire cemetery. He said the initial discussion was only to cover the old, historical areas. Brian will speak with someone about a possible grant to pay for the ground penetration process.

Ritchey reported the podium has been taken down as the base was rotten. He said redwood and nails have been purchased to rebuild it. Discussion took place regarding the railing for the podium, possibly through Tractor Supply. Ritchey said the podium will be ready for the Veterans Day ceremony. Ritchey said he's determined the problem with the mower and has made the proper maintenance and repairs.

The district's payables were reviewed in 2 transmittals: \$1606.98 for the regular payables and \$701.44 for the Cal card purchases. Kirk made the motion to pay the bills as presented. Bob seconded the motion. The bills were paid with 5 votes. Judy stated she wrote a check to the district for the last cash purchase in section O and asked Jill to make the deposit.

Ritchey asked if he could sell a plot in the event that a director isn't available for the sale. Discussion took place. The Directors agreed that Ritchey can sell a plot if necessary. Julio stated the receipts must be in numerical order.

The meeting adjourned at 7:15 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk