

WEST POINT CEMETERY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING, TUESDAY JUNE 2, 2026
MINUTES

6:00 P.M. Cemetery Office

Chairman Julio Guerra called the meeting to order. Trustees Julio Guerra, Judy Garcia, Robert Stanford, Brian Smith, Kirk Smith were present. Also present were Groundskeeper Ritchey Garrison and Clerk Jill Jenkins. Community members Ron Garcia and William Haggerty were in attendance for the Public Hearing. The Public Hearing regarding both Resolution 2026-01 stating the disposition of multiple remains per plot and Resolution 2026-02 which would change the By Laws language were presented for Members of the public to read. There were No Public Comments. The Public Hearing closed. Kirk made the motion to adopt Resolutions 2026-01 and 2026-02, Brian 2nd the motion. Both Resolutions passed with 5 votes and were signed.

The Regular meeting started with the review of the minutes from the special meeting held on 4/28/26 and the regular meeting held on 5/5/26. Brian made the motion to adopt both minutes as written. Bob seconded the motion. The minutes were adopted with 5 votes.

Correspondence for the month was presented. A request from CA Association of Public Cemeteries for a photo to enter to their 2027 calendar was read. Ritchey will submit a panoramic photo of the cemetery. Jill read a proposal from Castillo, Bordwell, Swift CPAs to prepare the Financial Review for the 2025/2026 Fiscal Year. The proposed fee will range from \$3250.00 to \$4250.00 plus \$500 fee. They request a \$1500.00 retainer prior to the start of the work. Kirk made the motion to accept the proposal and Bob seconded the motion. The vote was 5-0 to hire the Castillo, Bordwell and Swift CPA firm.

Chairman's Report- Julio stated he will undergo a medical procedure in 2 weeks. He said he'd like authorization to order 1 copy and 1 disk of the Public Cemeteries Guide to Operations. The Trustees authorized 1 copy at \$35.00 and 1 disk at \$20.00 to be paid next month.

Discussion took place regarding how to notify the District's residents of the new Resolutions. The Trustees agreed that the changes should be listed on the website as well as on the procedures for burial guidelines. Bob asked if mortuaries are leaving temporary markers at the time of burial. Ritchey said they are not. Bob said he'd help prepare temporary markers. Julio will talk with the mortuaries about committing to leave markers at the time of burial.

Buildings and Grounds Report- Ritchey said everything is looking really good. A tractor part is down in San Andreas at A1 Tractor Repair because a lifter blew. They will machine the lifter down at their shop to fix it. The Workers Comp training for the month was regarding use of safety measures while operating tools. He said the Hague burial on Mother's Day went well and the Memorial Day service went well. Ritchey said the mower died. It had no spark. He checked everything he could. Then he took it to Guys Center and they are 7 weeks away from repairing it. In the meantime, Ritchey is using Kirk's mower.

Ritchey said they did a grass spraying at Sandy Gulch Using X-Out product. He reported The Daughters of the American Revolution have designated our cemetery as a Veterans Cemetery.

The Payables for the month were presented in 2 transmittals: \$605.26 + 474.20 for regular payables and \$566.96 for Cal card purchases. Kirk made the motion to pay both transmittals. Judy seconded the motion. The bills were paid with 5 votes.

There was 1 interment right reservation/sale this month. Jill will deposit the check to the county.

Ritchey reported there is a new, higher speed Router in the office.

No Public Comments

The meeting adjourned at 6:45 PM.

Respectfully Submitted,

Jill Jenkins, Clerk