

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

6:00 P.M. District Office

Chairman Julio Guerra called the meeting to order. Directors Guerra, Bob Stanford, Brian Smith, Judy Garcia and Kirk Smith were present. Clerk Jill Jenkins phoned into the meeting. Caretaker Ritchey Garrison was absent.

The minutes of the meeting held on 12/6/22 were reviewed. Brian requested a correction be made to the minutes. Brian made the motion to adopt the corrected minutes. Bob seconded the motion. The corrected minutes were adopted with 5 votes.

Correspondence for the month was reviewed. Julio received information from the County Auditor's Office regarding the Government code for special district audits performed by independent certified public accountants. Per the code, this is to be on an annual basis but can be changed to a biannual audit if approved by the county Board of Supervisors. The county provided a list of independent auditors who are performing audits for special districts within the county. Kirk questioned if our financial reviews are recognized as sufficient audits. Julio stated he'd check with the county. There was no other correspondence for the month.

Chairman's Report- Julio opened the nominations for position of Board Vice Chairman and nominated Bob. Brian nominated Kirk. The Directors unanimously elected Kirk as Vice Chairman.

Julio presented a revision to the District By Laws as directed by the County Counsel. Kirk made the motion to adopt the By Laws dated 1/3/23. Brian seconded the motion. The District's By Laws were adopted with 5 votes. Julio and Jill will sign the district copy.

Trustee's Reports- Judy and Jill will finish the mapping of Section 5 when the weather warms again.

Kirk presented a Legislation Relief Request letter to Supervisor Jack Garamendi to exempt public cemetery districts with from the \$35,000.00 minimum endowment fund requirement as set by the CA Health and Safety Code. Kirk made the motion to send the letter to Supervisor Jack Garamendi. Bob seconded the motion. The Directors voted 5-0 to request that Supervisor Garamendi support a CA legislative amendment.

The selection of a new independent auditor from the county C.P.A. list was tabled to the February meeting.

The Buildings and Grounds report was addressed by Brian. He said he'd met with Bruce's Tree Service and they quoted \$28,600.00 to take down all pines and remove all debris at the Sandy Gulch Cemetery. He said they'd like to work with

Blue Mountain Community Resource Council, a non-profit organization, for most of the cost to be a donation. Brian said he'll arrange a meeting with BMCRC to discuss the possible donation. He stated nothing can be done until the ground dries up at Sandy Gulch. Brian said he'll get a quote from Clayton Lee also.

Caretaker's Report- Kirk said Ritchey has made a few dump runs for cleanup of the cemetery. He said the wattles have been purchased but will be placed as weather permits. He said a replacement blower has been ordered. Judy stated she doesn't like to see tire tracks through the soft ground as it looks disrespectful. Julio stated the driving should be minimal while the soil is so wet. Bob agreed the top layer of the soil should be undisturbed and said any minimization would be great.

The District's monthly payables were reviewed in 2 transmittals: \$2427.57 for regular payables and \$4500.00 to Clayton Lee once he's set up as a vendor. Kirk made the motion to pay both transmittals. Brian seconded the motion. The payables were paid with 5 votes. Judy reported there had been no plots sold in the last month. She said she is waiting to receive a couple of disposition permits.

The meeting adjourned at 6:54 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk