

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

6:00 P.M. Cemetery Office

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

The minutes of the last meeting held on 1/4/22 were reviewed. Julio made the motion to adopt the minutes as written. Brian seconded the motion. The minutes were approved with 4 votes.

Julio provided photos of graves that he presented to Daneri's Mortuary which are out of compliance with our grave preparation guidelines. He said they are waiting for the ground to settle and will come back to spread the gravel and level the area. Judy said the dirt from the Rowe's plot has not been put back in place and it appears there was no liner installed. She said Daneri's needs to know how large to dig to install a liner. Julio will follow up on the matter.

Correspondence for the month was presented. Julio responded to emails that had come through the website. Julio informed everyone that he has received a full scholarship to go to the CA Assoc. of Public Cemeteries conference in March.

Discussion took place regarding the intent to raise plot prices and the public notices which must be posted. Julio said he consulted with the Deputy County Counsel and was told there wouldn't be an issue with increasing the price per plot. She informed that it is justified as the district is currently spending reserves to cover operation expenses. Julio had forwarded the emails from the Deputy County Counsel to all Directors. Kirk stated there is a time line for adopting a resolution to increase the plot prices: 1] set a public hearing and post the hearing date in a local newspaper, 2] at the hearing adopt the Resolution to increase plot prices. The public hearing date will be decided at the March meeting.

Discussion took place regarding the creation of the District's policies, procedures and by-laws. It was decided to hold any further discussion until Julio returns from the conference.

Ritchey reported the mower has been repaired for a cost of about \$100.00 and is working great. He said he's been doing clearing and taking trimmings to the dump. Kirk said we may need to consult with Josh Noble once Ritchie completes the trimming he can do. Brian said the Cal Fire Vallecito crew can't come to help as there are private properties involved. Brian said we could eliminate a lot of needles if we can have Josh trim the pine trees. Kirk suggested this be discussed

for the 2022-2023 fiscal year budgets. Brian reported the Sandy Gulch Cemetery pine tree removal has been delayed.

Judy stated she attended a memorial service the prior week and there were 20-25 vehicles parked in the new section which was recently staked. She suggested signs asking everyone to park on the road. Judy expressed concern over unsightly decorations placed on a new grave. Brian said the matter of decorations should be addressed in the upcoming policies and procedures manual and posted on our website. He said a temporary period of 30 days could be offered and then they will be removed. Judy said she'll make a call and ask that the decorations be removed.

The District's monthly payables were reviewed. Brian made the motion to pay the bills totaling \$859.23. Judy seconded the motion. The bills were paid with 4 votes. Judy said there had been no recent sales of plots.

Kirk reminded Brian the Form 700 is due by 4/1/22. Ritchey found the form on the county website and printed for Brian.

Kirk asked about the mapping project for the sections that were missed in the Boy Scout project. Judy and Jill set 2/7/22 to start the mapping.

The meeting adjourned at 6:40 p.m.

Respectfully Submitted,

Jill M. Jenkins, Clerk