

WEST POINT CEMETERY DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, MAY 3, 2022
MINUTES

6:00 P.M. District Office

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

The minutes of the last meeting held on 4/5/22 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 Brian has been researching Bylaws from several Cemetery Districts and has received a copy from East Quincy Services District. Brian said he thinks their bylaws can be changed to suit the needs for our district. The adopted bylaws should also include an intake information sheet to be completed at the time of a plot sale as well as instructions for grave digging in our cemeteries. Brian suggested if the rules are not followed, the mortuary should be charged \$500.00. The Directors will review the East Quincy District bylaws and discuss at the June meeting.

Correspondence for the month was reviewed. A new CA Public Cemeteries directory and price survey had been received and Julio will review it.

Julio said he and Kirk had met to discuss the 2022/2023 recommended budget. They increased the 2022/2023 expense categories for wages, insurance, workers compensation insurance, memberships, postage, professional services, personal mileage reimbursement, utilities and LAFCO fee. They felt the category for buildings and grounds maintenance could be reduced as there are less large projects necessary at this time. They recommended that all other categories should remain the same as the 2021/2022 budget. Kirk made the motion to adopt the 2022/2023 as proposed. Bob seconded the motion. The recommended preliminary budget was adopted with 5 votes and signed by all Directors.

Discussion took place regarding signage for the various sections within the cemetery as well as for parking areas. Brian said he has cedar and tubular posts to make the signs. Ritchey suggested marking the road and curbing using stencils and reflective paint. Kirk said Ritchey's suggestion would make mowing much easier. The areas for "parking for events" could be on sandwich boards and put out prior to any event. Kirk made the motion to contact Sandy Gulch Signs to have them make parking signs for 2 sandwich boards and 1 fixed sign. Brian seconded the motion. The motion passed with 5 votes.

Jill and Judy will try to get together to continue the mapping of Section 5.

Bob stated he's talked with Dave Harris regarding the restoration of the "3 Chinese Graves". Bob said Dave is behind in scheduling right now. Kirk suggested that Dave also make a historical memorial marker to the Chinese Community members. This was tabled to the June meeting.

Discussion took place regarding the proposals for tree trimming and brush disposal at the main cemetery. Brian suggested allowing up to a 10% additional cost to keep the work to local companies even though it may not be the lowest bid. Bob stated the brush can be hauled using our own trailer for 1 or 2 trips per month. Ritchey said he's already started

moving brush and will start cutting it up and transporting it in our trailer. Kirk stated we could rent a chipper. This was tabled to the June meeting.

Brian reported no progress made on the Sandy Gulch pine tree removal. This was tabled to the June meeting.

Ritchey reported the fence has been repaired by both Kirk and himself after the accident caused by Daneri's employee. He said there has been some vandalism by someone driving around the new trees but at this time the damage is healing itself. He stated 1 tree needs to be replaced. Judy recommended planting a dogwood. Brian said he'll check with Ridge Road nursery. Ritchey questioned if he needs to take down some fencing to allow for equipment and pedestrian access. Kirk made the motion to take down some fencing in Section O and to temporarily remove some fencing below the lower gate to clean up the buildup of debris. Brian seconded the motion. The group went out to Section O to view the fencing. The motion was dropped without an overwhelming vote. It was decided that any further maintenance of the fencing in Section O will be readdressed. Ritchey suggested that he be given permission to clear the fence below the lower gate, clean the over burden debris and replace the fence. Discussion took place regarding the equipment to use to protect the graves. Brian made the motion to temporarily remove the fence in the blighted area, clean the debris and replace the fence. Judy seconded the motion. The motion passed with 5 votes.

The monthly payables were reviewed totaling \$782.67. Kirk made the motion to pay the bills as presented. Bob seconded the motion. The bills were paid with 5 votes.

Julio informed everyone that his daughter has passed the test for certification for Funeral Director and embalming.

Kirk said the Sandy Gulch Cemetery got a nice spring cleanup. He informed that the chemicals for spraying have doubled in price, but fortunately everything has been sprayed this spring.

The meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk