

WEST POINT CEMETERY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING, MAY 7, 2024
MINUTES

6:00 P.M. Cemetery Office

Chairman Julio Guerra called the meeting to order at 6:09 p.m. Trustees Guerra, Judy Garcia, Robert (Bob) Stanford, Kirk Smith, Brian Smith were present. Also present were Groundskeeper Ritchey Garrison and Clerk Jill Jenkins.

The minutes of the last meeting held on 4/2/24 were reviewed. Kirk made the motion to adopt the minutes as written. Brian seconded the motion. The minutes were adopted with 5 votes.

Correspondence for the month was presented. There was no action necessary.

Julio stated that only 2 of the Trustees have completed the required Ethics Training. Brian reported he had gone directly to the county for training as he doesn't have personal email. He was told the county will hold an in-person training session. Judy stated she has the same issue with no personal email. Kirk asked Julio to help him complete the online training.

Julio informed everyone that he and Kirk had met as an Ad-Hoc committee to review the 2024/2025 Recommended Budget. Each Trustee had been provided a copy of the budget in their packets. Julio reported the estimated revenue for the year will be \$44,174.00 with the expenditures estimated at \$82,828.00. He said the difference of \$38,634 will come from reserves if all expenditures are necessary. Kirk stated the budget includes a 3% increase in hourly wage for our Groundskeeper as well as a 3% increase to the Clerk's monthly payment. He asked that these increases be addressed at the June meeting. Kirk then made the motion to adopt the recommended 2024/2025 budget as presented. Brian seconded the motion. The recommended budget was adopted with 5 votes.

Julio stated Ritchey and Kirk had gone to the VFW and outlined the dimensions of the tractor shelter to the tractor. They found there would be only 3" of clearance on each side of the tractor with a 9" clearance in length. Ritchey said he can't see how anyone using the tractor would be able to get in and out of the shelter with the tractor in place. Julio stated a container shelter may not work. He suggested putting the decision off for a year in order to find the right solution as well as build the budget. Kirk said there's no problem storing the tractor at his home. Bob said the ideal situation would be a shelter we can lock. The shelter for the tractor will be tabled for a year or readdressed if a great bargain comes up.

Discussion took place regarding the procedure to track plots sold from one owner to another owner. Ritchey said he'll edit the New Plot information sheet to include information on reselling the plot rights. Judy brought up the question of the Cemetery District buying the plots back from the owners and the procedure to

pay for the plot. Julio said he'll check with the San Andreas Cemetery District to find out their procedure and report back.

Ritchey reported the bench on the podium has been completed. Kirk reported the VFW has a portable pedestal that we can use and it will fit in the back closet. Ritchey stated he's done a lot of tree-trimming and thinks he has saved a tree from the berry vines. Kirk said the trees that were planted last year are now blooming. He said it seems like there's less gopher activity this year. Ritchey said the county road crew has patched Spink Rd. He said he's fixing the fences from last winter's damage. Brian confirmed there has been no response from Mr. Howse regarding the Sandy Gulch tree removal project. Julio said he'll contact Deputy County Counsel, Marina Lewis, to determine the next step. Ritchey said he'll start clean up at the Sandy Gulch Cemetery soon.

The District's monthly payables were reviewed in 2 transmittals: \$718.03 for the regular bills and \$2557.27 for the Cal Card purchases. Brian made the motion to pay the payables as presented. Bob seconded the motion. Both transmittals were paid with 5 votes. One plot had been sold during the past month and the check deposited to the county. Ritchey asked if the District should consider advertising the sale of plots. Discussion took place regarding the information to provide on the District's web site and also in the West Point News as a public service announcement. Julio said he'd put something together and report back.

Bob reported he'd spoken with the ground penetrating contractor and informed him the District wants to proceed after the start of the new fiscal year. This issue will be addressed at the June meeting.

Brian reported there is a headstone under the big redwood tree behind the office. He said he'd like to save the headstone and he can move it to the foot of the grave.

Kirk gave winter rain statistics: 62 inches last year, 42 inches this year. He said this year was actually normal.

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk