

WEST POINT CEMETERY DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, JULY 2, 2024
MINUTES

6:00 P.M. Cemetery Office

Chairman Julio Guerra called the meeting to order. Trustees Guerra, Judy Garcia, Robert Stanford, Kirk Smith and Brian Smith were present. Also present were Groundskeeper Ritchey Garrison, Clerk Jill Jenkins and CA CLASS representative Jerry Legg.

The minutes of the last meeting held on 6/4/24 were reviewed. Kirk made the motion to adopt the minutes as written. Bob seconded the motion. The minutes were adopted with 5 votes.

Correspondence for the year was presented. Julio explained a report received from the County Auditor's office which shows the interest earned on the District's Endowment Fund for the past 8 quarters. Jill presented a proposal for the 23/24 fiscal year audit from Cathy Castillo, CPA. This matter was tabled to the August meeting.

Jerry Legg, Investment Director from California CLASS (Cooperative Liquid Assets Securities System) was introduced. Jerry explained that he represents a Joint Powers Authority (JPA) investment pool. He said they follow state law which lays out what they can invest in. He said the current yield is 5.39%. He said the interest is paid to each investor at the end of each month. Julio said he'd talked with an assistant to the County Auditor and was told there should be no problem moving the Endowment Fund. Discussion took place regarding the investment of all District funds. Jerry said there is no ability to write checks to pay bills through the CLASS investments. He then went over all of the information that he brought and left the registration packet. He said there is no resolution necessary for the CLASS account. Jill was asked to include this matter in the August agenda.

Julio asked for the By-Laws amendment regarding plot resale criteria as well as the discussion regarding any public service announcements be tabled to the August meeting.

Bob informed everyone the ground penetrating contractor will be coming on 7/8/24. He said it may take up to 2 days to complete the project. Brian stated all of the old area of the cemetery which had been purchased from the Spink family in 1964 should be penetrated. Ritchey will flag the area to be penetrated.

Julio stated Deputy County Counsel, Marina Lewis, would like the date that Bob spoke with Mr. Howse in order to complete the letter of his rejection allowing the removal of the large tree from Sandy Gulch cemetery.

Ritchey reported he's mowed and sprayed the cemetery. He said he's stained the new podium and is still working on an estimate for the wheelchair ramp. He's

working on the transfer of plot form as well as the new plot purchase certificate and also the Groundskeeper's Guidelines. Jill stated she emailed the SDRMA safety training directly to Ritchey for his review.

Brian said he'd check at the Eaph Trail cemetery to see if Nicholas Singley is buried there.

The District's payables were reviewed in 2 transmittals: \$3293.03 for the regular payables and \$472.63 for the Cal Card purchases. Kirk made the motion to pay the bills as presented. Judy seconded the motion. The bills were paid with 5 votes. Kirk stated the 23/24 fiscal year had been the best balanced-budget that he recalls.

The meeting adjourned at 6:56 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk