

WEST POINT CEMETERY DISTRICT

BOARD OF DIRECTORS
REGULAR MEETING, SEPTEMBER 6, 2022
MINUTES

6:00 P.M. Cemetery Office

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

The minutes of the previous meeting held on 8/2/22 were reviewed. Kirk made the motion to adopt the minutes as written. Bob seconded the motion. The minutes were adopted with 5 votes.

Discussion took place regarding the District's Bylaws and Procedures. Julio said he and Judy will get together to write grave preparation procedures that will be entered to the Bylaws. Brian, Bob and Ritchey stated a recent grave preparation was not according to the procedures and the excess dirt was not hauled away. Brian suggested charging fines to the mortuaries if the policy and procedures are not followed. Julio stated he'd survey other cemeteries to see how they enforce grave site preparation policies.

The 2022-2023 fiscal year final budget was reviewed and discussed. Several expense categories were adjusted and the reserve accounts were allocated, because the County had dropped the allocations from the prior year. Kirk made the motion to adjust the following expense codes:

5480 total \$ 1,400.00

5201 total \$35,000.00

5271 total \$10,000.00

5501 total \$ 4,000.00

5477 total \$ 500.00

And to correct the reserve accounts as follows:

3045 = \$100,000.00

3047 = \$100,000.00

3040 = \$ 3,662.00

Bob seconded the motion to make the adjustments and corrections. The final budget was adopted with 5 votes.

Jill and Judy stated they have not been able to map Section 5 and 6 due to the extreme heat.

Bob reported he has spoken with Dave Harris regarding the restoration of the three Chinese grave. Dave quoted \$1500.00. Kirk said Linda Toren has expressed interest in the restoration and may have suggestions. Bob stated the repair should be completed as soon as possible with the separate matter of a memorial addressed at a later date. Brian made the motion to hire Dave Harris to repair and restore the

three Chinese grave right away for \$1500.00 as quoted. Bob seconded the motion. The site will be restored with 5 votes.

Kirk reported he and Ritchey have planted cedars, oaks and madrones to fill the holes left by trees that recently died. He suggested holding off planting anything else until we see how these survive in the heat and drought.

The matter of brush disposal and tree trimming in the main cemetery was tabled to the October meeting. Brian asked that the removal of the pine tree at Sandy Gulch cemetery be put on hold for now. Discussion took place regarding a potential hazard at the Sandy Gulch cemetery. The Directors agreed that Brian should survey the situation. If he determines the hazard should be addressed immediately, they authorized him to take care of it.

Ritchey reported it's been extremely hot but he's continued the clearing, brushing and reported the fence is back in place after clearing the debris underneath. He said other sections in the cemetery may need the same debris clearing in the future. He said Sandy Gulch cemetery looks good. He expressed concern regarding unmarked graves stating they may get lost. Brian suggested raising the cost of the sale of plots to include a standard headstone. If one is purchased, they family can be reimbursed for the cost of a standard headstone. This matter was tabled to the October meeting. Ritchey said someone who is working for community service is cutting small oaks and cleaning up the cemetery. He reported the Davis family sited has been ditched for curbing but nothing is happening right away. The Directors asked Ritchey to put up hazard tape or cones around the ditches.

The District's monthly payables were reviewed totaling \$1809.28. Brian made the motion to pay the bills as presented. Julio seconded the motion. The bills were paid with 4 votes (Judy was assisting in the sale of a plot). There were no sales to report in the last month.

New Business- none.

Public Comments- none.

The meeting adjourned at 7:15 p.m.

Respectfully Submitted,

Jill Jenkins, Clerk