

# BOARD OF TRUSTEES REGULAR MEETING

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*WINTON CEMETERY DISTRICT*  
*Wednesday, May 14, 2025 at 3:00 pm*  
*Winton Cemetery District Office*  
*7651 West Almond Avenue*  
*Winton, CA 95388*

## BOARD MEMBERS

Adam Reed, Board President

Scott Phillips, Vice President

Robert Callahan, Secretary

Nicholas Tacheira, Trustee

Elizabeth Barron, Trustee

## REGULAR SESSION:

1. [CALL TO ORDER](#)
2. [APPROVAL OF AGENDA AS POSTED OR AMENDED](#)
3. [PUBLIC COMMENT](#)

The public is invited to make comment for items not on the day's agenda or to comment on a specific agenda item, please submit your comment, limited to 250 words or less, via email. To ensure your comments are read into the record, we encourage the public to please submit by 1:00pm on the Monday prior to the Board meeting to the office manager at [officemanager@wintoncemeterydistrict.net](mailto:officemanager@wintoncemeterydistrict.net). Every effort will be made to read all comments received prior to the Board meeting into the record, but some comments may not be read due to time limitations.

4. [PRESENTATIONS](#)

- a. One digital insurance upcoming renewal 3:00pm

5. [CONSENT CALENDAR](#)

NOTICE TO THE PUBLIC: Background information has been provided on all matters listed under the Consent Calendar, and these items are considered to be routine. All items under the Consent Calendar are normally approved by one motion. If discussion is requested on any item, that item will be removed from the Consent Calendar for separate action.

- a. Regular meeting minutes for March 12, 2025
- b. Transfer block Cypress Garden lot 253 from Jose C. Mota to Eduardo Mota-Castellanos
- c. Transfer block 31 lots 154, 155, and 157 from Richard and Margaret Galen to Elissa Davey
- d. Sell back for Dolores and Moises Tuason Jr Block Cypress Garden lot 134

6. [REVIEW AND APPROVE FINANCIALS](#)

- a. Budget report, operating expenses, monthly bills, and burial report.

7. [OLD BUSINESS \(DISCUSSION/ACTION\)](#)

- a. Tree committee report

8. [NEW BUSINESS \(DISCUSSION/ACTION\)](#)

- a. Managers' report
- b. Wright services contract
- c. Current budget and projects
- d. Discussion of new fiscal year's budget
- e. Transfer from 83700 equipment purchases to 83600 structure and improvements
- f. Non-interment holder headstone placement agreement
- g. Marker policy amendment (first reading)

- h. Office assistant
- i. New block design

9. CLOSED SESSION:

The Board may adjourn to a closed session to consider litigation matters, personnel matters, or other matters as provided for in the Ralph M. Brown Act (Section 54940 et seq. of the Government Code). These sessions are not open to the public and may not be attended by members of the public. Any action taken in Closed Session will be reported in accordance with Government Code 54957.1.

- a. Public Employee Performance Evaluation; Public Employee Discipline/Dismissal/Release (Gov. Code §§ 54957(b), 54957(b)(1))

10. REPORT OUT OF CLOSED SESSION

11. BOARD COMMENTS

12. ADJOURN MEETING

CERTIFICATION:

I, Christie Watkins Koehn, Board Clerk of the Winton Cemetery District, do hereby certify that a copy of the foregoing agenda was posted at the Cemetery District Office a minimum of 72 hours prior to the meeting.

Christie Watkins K.

Christie Watkins Koehn  
Board Clerk

AMERICANS WITH DISABILITIES ADVISORY

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Persons requesting accommodation should contact the Cemetery District in advance of the meeting, and as soon as possible, at (209) 358-3703.