

**BOARD OF TRUSTEES REGULAR MEETING**

**WINTON CEMETERY DISTRICT**

**Wednesday, November 15, 2023, 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

**ACTION MINUTES**

**APPROVAL OF AGENDA AS POSTED OR AMENDED**

Motion to approve the agenda as posted. Motioned by Elizabeth, second by Nick, all in favor.

**REGULAR SESSION:**

1. **CALL TO ORDER**

Meeting was called to order at 3:04pm. All members of the board present (Adam Reed, Elizabeth Barron, Nicholas Tacheira, Robert Callahan, and Scott Phillips via phone).

2. **PUBLIC COMMENT**

Public comment was opened with two members of the public present. When public comment was opened Christina Diaz made a public comment stating that she was here to talk about our new rules. She states the district did a huge sweep about three years ago around March 2020, she knows at that time the issue was for safety. Now fast forward to present day she is wondering why nothing is allowed on the plots besides flowers now. She feels like we pick and choose when to apply the flower policy. Her concern is that it seems like we are heading towards being very strict to the point where we may tell them what color flowers they are allowed to have. Second public comment was made by Veronica Enriques who states she has had family buried here since 1999. She understands that there are rules that they need to abide by. She states that the area where her mother (Maria Hernandez) is buried that it used to be green and now it's dry and hasn't been fixed. She also mentions that she feels like the policy should be mailed out a few months after a burial because when you're grieving you aren't reading the policies that were given. She states the lawn mowers have broken items on their graves, and wished they would notify before items were thrown away. She says she likes the big signs reminding them to pick up their items before they get thrown away.

3. **CONSENT CALENDAR**

Board approved the consent calendar. Motioned by Elizabeth, second by Nick, all in favor.

- a. Regular meeting minutes October 18, 2023
- b. Transfer Block 34 lot 537 from Esther Macias to Mario Uribe and Maria Rodrigues Uribe
- c. Transfer Block 36 lot 7A from Yvonne and Ralph Jones to Cheryl Harvey
- d. Transfer Block 37 Lot 383 from Adela Jimenez to Graciela Cortes
- e. Flower and Decoration policy (amendment, second reading)

4. **REVIEW AND APPROVE FINANCIALS**

- a. Budget report, operating expenses, monthly bills, and burial report.  
Board approved the monthly bills excluding PG&E which will be signed by the board president or treasurer after the board meeting. Motioned by Nick, second by Elizabeth, all in favor.

5. **OLD BUSINESS (DISCUSSION/ACTION)**

- a. Solar project update  
Richard Myer and his associate came out to update the board on the solar project. He states the project is completed, and now just waiting on PG&E to set up the inspection to get the final approval which will give us permission to operate.
- b. Well Pump

Board would like for grounds manger to have the well depths checked twice a year. Grounds manager went over the diagnostic San Luis Pump gave us; board would like for San Luis Pump to give us a detailed paper with just the diagnostic on there. Once grounds manager receives it he will give that to the other companies to bid. San Luis Pump is welcome to bid for this project as well, but needs to be in a sealed bid like the other companies.

c. Tree committee report

Board agreed to have west side landscape come back out to prune some trees. Last time they were out they had to focus on removing a tree, so they were unable to prune. Bergman will also come out to prune some trees. It was mentioned that three members of the tree committee need to set up a meeting to come to an agreement on where they will have the two companies prune.

d. Cemetery clean up

Board likes the progress, and would like it to continue to be consistent.

6. NEW BUSINESS (DISCUSSION/ACTION)

a. Manager's Report

Grounds manager mentioned that he had to purchase parts for a broken pipe in Cypress Garden.  
Grounds:

- Crimetek is ordering the parts for the camera system, once the parts are in, they will schedule when they will come out to install and we will call Hoffman to remove their system at that time. Josef also mentioned that the Wi-Fi is expandable with purchase of radios and transmitters.
- I talked Winton Historical society to see if they will donate to the chapel and any extra funds to go towards the cemetery renovations.
- We have been working on removing the oleanders.
- I have received the new chainsaw from CAL farms and it has been logged into inventory with an asset number.

Office reported the following:

- The district had one strange incident that the monitoring company reported to us where two men came at night with backpacks and flash lights that seemed to be going grave to grave possibly taking flowers/items. Once the siren went off twice it was reported they left with no incidents.
- Online burial search is up and running on our website, and has been working great so far. I've used it myself a few times and it is so easy and convenient. That being said unfortunately there was a small section missed in the mapping system. Which was a mistake on my part, the new lots we added in block 32 was not added to the new maps therefore was not apart of the project. It was suggested to me that we wait to add those until we add more new graves or if we notice any other discrepancies. Besides the new graves I missed in Block 32 all other sections seem 100% but I am continuously working on making sure everything is accurate.
- Office and grounds tablets are all set up and ready for use. I just need to figure of the hot spotting out on the grounds.

b. Board member payroll

Board motioned to keep getting paid monthly once they become a part of payroll starting January 2024. Motioned by Nick, second by Elizabeth, all in favor.

c. CAPC Seminar annual conference March 14-16, 2024

Board would like for office manager to bring back the estimates on how much it would be to attend to this annual seminar either by plane or driving.

d. Business card and small signs

Board would like for the managers to bring back next month some quotes from the high schools for them to do a post and sign, and then quotes from companies for the lasered on signs with the QR codes for the burial search.

e. Toro Groundman

Board approved to put a deposit of half the amount of \$36,980.67 for the Workman Kubota. Anything more would need to come back to the board for approval. Grounds manager also will need to make it clear that we do not want delivery till July or later so the purchase can come out of next years budget. Motioned by Robert, second by Scott, all in favor.

f. CLOSED SESSION

No closed session.

g. REPORT OUT OF CLOSED SESSION

No closed session.

h. BOARD COMMENTS

Nick: Asks that the grounds manager get the dry spot fixed that Veronica Enriques mentioned during public comment.

Elizabeth: No comment.

Scott: No comment.

Robert: No comment

Adam: Mentioned seeing all the mowing was done and a lot of the cleaning, that it is looking good.

i. ADJOURN MEETING

Board motioned to adjourn meeting at 4:32pm. Motioned by Nick, second by Scott, all in favor.



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Adam Reed  
Board President