BOARD OF TRUSTEES REGULAR MEETING

WINTON CEMETERY DISTRICT
Wednesday, August 12, 2026 at 3:00pm
Winton Cemetery District Office
7651 West Almond Avenue
Winton, CA 95388

BOARD MEMBERS

1. **CALL TO ORDER**
   The board meeting was called to order at 3:03pm. Adam Reed, Scott Phillip, and Cathie Lancaster present. Nick Tacheira and Robert Callahan not present.
2. **APPROVAL OF AGENDA AS POSTED OR AMENDED**
   The agenda was approved as posted, motioned by Cathie, second by Scott, all in favor.
3. **PUBLIC COMMENT**
   Dora Crane board chair from Merced Cemetery District was present to observe our meeting and to introduce herself to our District.
4. **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 July 15, 2026
   b. Pre-need to At-need transfer
   c. Transfer Block 32 lots 252 & 253 from Abelardo JR & Judith Villanueva to Melissa & Lawrence Baltazar
   d. Board meeting Disruption Policy (resolution to adopt, final reading)
   e. CJI Security Policy (resolution to adopt, final reading)

   The consent calendar is approved. Motioned by Scott, second by Adam, all in favor.
5. **REVIEW AND APPROVE FINANCIALS**
   a. Budget report, operating expenses, monthly bills, and burial report.
   The monthly bills were approved. Motioned by Cathie, second by Soctt, all in favor.
6. **OLD BUSINESS (DISCUSSION/ACTION)**
   a. Tree committee report
   Grounds manager, Mel, updated the board that he informed the grounds contractors to no longer spray near the trees. He believes that is what was affecting the trees. Robert Callhan arrived at this time. The tree committee also updated that the District will wait till the fall to see how the trees that looked dead were doing.
7. **NEW BUSINESS (DISCUSION/ACTION)**
   a. GSRMA annual review presented by Ryan Brannon

Ryan Brannon from GSRMA was present to go over the programs they offered and to review the mobile equipment that was on our annual review. He explained that it is seventy-four cents for vehicles and fifty-one cents for mobile equipment per one thousand dollars of value. He also let the District know they offer medical now. Office manager will try to get a quote from them next year. The board will review the equipment and make a decision next board meeting if we want to change the values and if it'll be actual or replacement value.

b. Managers' report

Grounds manager updated that Garton Tractor came out and did a one-hour training for the new backhoe. He also cleaned out the solar panels in the shop, and went over what he learned at the PCA training. Office manager updated the board that the county didn't process Jason Dimsey's step raise back in October of 2024. The total for this discrepancy was $3,907.20 in wages and $390.72 in retirement. She also updated that she's been in touch with PG&E trying to get an update on our account, and that we received another donation of $250 from Livingston VFW Post & Auxiliary.

c. 2026 Local Agency Biennial (review of Conflict-of-Interest policy)

The board reviewed our Conflict-of-Interest policy. No changes need to be made, motioned by Robert, second by Cathie, all in favor.

d. Tree policy (first reading)

Tabled till next board meeting.

e. Managers round table August 14, 2026 in Visalia, CA

The board approved the office manager to attend the mangers round table in Visalia. Four hours of overtime was approved plus mileage from taking her personal vehicle. Motioned by Robert, second by Cathie, all in favor.

f. Part time extra help step 1 to be bumped January 01, 2027 $17.40.

The board approved updated part time extra help to $17.40 to reflect the minimum wage change. Motioned by Robert, second by Cathie, all in favor.

g. Quotes for electrical work for solar pole lights

The board went over the quotes as followed; Atwater Electric $4,500, Cosmic comfort $5,880, and Elevated energy $8,940. After discussion the board approved Atwater Electric to do the work for a total of 6 lights, motioned by Robert, second by Cathie, all in favor.

h. Quotes for concrete pile

The board went over quotes as followed; Year-round yard care $9,480 and Hart $4,500. Grounds manager mentioned her received a verbal quote from CVT who mentioned it would be $150 per hour a minimum of two hours but the grounds would need to be the ones to load the trucks. The board motioned to approve Hart paving to remove the concrete pile, motioned by Robert, second by Scott, all in favor.

i. Schedule of charges

Tabled, till next meeting.

j. Surplus Auction Committee

The board formed an advisory committee for the surplus auction items. The members will be Adam, Scott, and Melvin the grounds manager. Motioned by Robert, second by Cathie, all in favor.

k. Almond Ave roses

Adam was wondering why the roses on Almond Ave looked like that. Grounds manager updated that he did get them cleaned up but the ones on the far-left corner may be dead from the neighbors spaying.

8. **CLOSED SESSION:**

No closed session.

9. **REPORT OUT OF CLOSED SESSION**

No closed session. The board will hold a special meeting Friday, September 04, 2026 at 4:00pm to do the managers evaluations.

10. **BOARD COMMENTS**

Scott started board comments said he appreciated Mel taking the time to meet with the tree committee, that everything is looking good. Also thanked the office manager. Cathie mentioned that after last board meeting a member of the public reached out to her that they were very upset that their pots were being removed. She would also like her families' cans need to be cleaned out. Robert says the cemetery looks a lot better, to keep up working on the dry spells, and out of compliance items. Adam would like the office manager to start making her rounds at the MAC meeting, City counsel, and board of supervisor meetings to remind them about Wreaths Across America. Also was wondering if Kevin has started the analysis. He also asked if the drain system was working good in front of the chapel, and if Mel can start looking out for sprinkler system classes.

11. **ADJOURN MEETING**

The board meeting was adjourned at 4:34pm, motioned by Scott, second by Robert, all in favor.

AM

Adam Reed
Board President