



Winters Cemetery District

Board of Trustees Regular Meeting Minutes
Wednesday, May 14th, 2025

1. Chairman Bristow called the meeting to order at 9:00 a.m.

2. Roll Call

In attendance: Board members – Chairman Joe Bristow, Vice Chairman Timothy Bozarth, Trustee's Dennis Kilkenney, Viona Hague and Lucrecia Sandoval. Also in attendance: Board Clerk/Manager Eric McDermott & Grounds Foreman Nick Glide.

3. **Agenda Item #3 - Approval of Agenda:** Chairman Bristow called for a motion to approve agenda. Trustee Kilkenney made motion to approve meeting agenda, 2nd by Trustee Hague.

With no further discussion, motion carried with all ayes.

4. **Agenda Item #4 – Public Comments:** Chairman Bristow opened the meeting to public comment, seeing no public in attendance public comments closed.

5. Agenda Item #5 – Consent Calendar:

a) **Approval of April Meetings Minutes** – Chairman Bristow called for a motion. Trustee Bozarth made motion to approve April regular meeting minutes, 2nd by Trustee Kilkenney.

With no further discussion, motion carried with all ayes.

b) **Approval of April Submitted claims** – Chairman Bristow called for a motion. Trustee Hague made motion to approve April submitted claims, 2nd by Trustee Bozarth.

With no further discussion, motion carried with four ayes, Trustee Kilkenney abstains.

c) **Approval of April Submitted Revenues and Burial Certificates Issued** – Chairman Bristow called for a motion. Trustee Kilkenney made motion to approve April submitted Revenue and Burial certificates issued, 2nd by Trustee Sandoval.

With no further discussion, the motion carried with all ayes.

d) **Approval of a Pre-signed Burial Certificates 17-24-1727** - Chairman Bristow called for a motion. Trustee Bozarth made motion to approve pre-signed Burial Certificates 17-24-1727, 2nd by Trustee Kilkenney.

With no further discussion, the motion carried with all ayes.

- e) **Approval to extend a 24” headstone/pad to 36” for Hughes Plot Section 1, Plot# 171 #12 through Plot 172 #7,8, & 9** – Chairman Bristow called for a motion. Trustee Sandoval made motion, 2nd by Trustee Kilkenny. Discussion – Trustee Kilkenny made motion to decline approval request to change or extend headstone pad, 2nd by Trustee Sandoval.

With no further discussion, the motion to decline approval of changes to headstone pad carried with all eyes.

- f) **Review current Fiscal Year (FY) ’24-25 Budget through Period 10** – Manager McDermott presented Monthly totals through period 10 compared to budget along with Summary Trail Balance as of 5/9/2025. Discussion.

Closed Session – Gov. Code # 54957.6 - called by Chairman Bristow to discuss employee compensation limits.

Open session - Gov. Code Sec. 54957.1 – No action taken in closed session.

- g) **Discussion:** Pre-Budget Planning FY ’25-26 Manager McDermott presented CalPERS Unfunded Liability Amortization Schedule, Review of current price list, Future Development of Section 10 with possibility of double full burials per plot.

Future planning request priority:

1. Cemetery Signage – directional to new office for motorist
2. Electric Gate
3. Solar project
4. Equipment – trailers, tractors and/or dump truck
5. Old Office renovation into meeting place for services
6. Technology – mapping software
7. Remembrance Wall – In memory only

6. Information items:

- a) Manager McDermott dispensed with Correspondence in the interest of time.
- b) Manager McDermott dispensed with Staff Reports in the interest of time.
- c) Calendar of Events:
 - i. Special Meeting called for June 4th, 2025 to establish cost estimates for Future Planning and review Fiscal Year ’26 Budget from Manager.
 - ii. Regularly Schedule Board meeting on 6/11/2025 at 9:00.
 1. Consent calendar will include FY ’26 final Budget for approval and Board signatures.

7. Board Member Comments:

- a) Chairman Bristow shared plan for pre-Memorial Day setup and Memorial Day program, naming Trustee Sandoval as Master of Ceremonies.

8. Adjournment

- a) With no further business, Chairman Bristow called for a motion to adjourn. Trustee Bozarth made motion, 2nd by Trustee Kilkenny.

Motion carries with all ayes.

Under penalty of perjury, I swear the Agenda Notice was posted on the Cemetery website, the Winters Post Office and the District office front door by the 11th day of May, 2025.

Viona Hague
[Signature]
John G. Bristow
Scotty Bozarth

Board of Trustees

Eric McDermott, Board Clerk Approval

Eric McDermott

Date 6/11/2025