



Winters Cemetery District

Board of Trustees Regular Meeting Minutes
Wednesday, February 11, 2026

1. Chairman Sandoval called meeting to order at 8:58 A.M.

2. Roll Call

Board members present: Chairman Lucrecia Sandoval, Vice Chairman Sheila Carbahal, Trustee Dennis Kilkenny and Trustee Joe Bristow

Absent: Trustee Timothy Bozarth

Also in attendance: Board Clerk/Manager Eric McDermott, Foreman Nick Glide

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

With no further discussion, motion carried with all ayes.

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

5. Agenda Item #5 – Consent Calendar:

a) **Approval of January 14th Regular Meeting Minutes** – Chairman Sandoval called for a motion. Trustee Kilkenny made a motion to approve January regular meeting minutes, 2nd by Trustee Bristow.

With no further discussion, motion carried with all ayes.

b) **Approval of January Submitted Claims** – Chairman Sandoval called for a motion. Trustee Kilkenny made a motion to approve January submitted claims in the amount of \$3,191.77, 2nd by Trustee Bristow. Trustee Bristow questioned Asco Pacific expense from December. Trustee Bozarth questioned 2nd Asco Pacific Expense from January. Manager responded with hardware (channels and straps) for casket lowering device, one order with separate fulfillment dates and invoice dates.

With no further discussion, motion carried with all ayes.

c) **Approval of January Submitted Revenues and Burial Certificates Issued –**

Chairman Sandoval called for a motion. Trustee Bristow made a motion to approve January submitted revenues of \$17,575.63 and to approve issuance of Burial Rights Certificate #1749-1751, 2nd by Trustee Kilkenny. Trustee Kilkenny questioned if there were any Certificates to be pre-signed. Manager noted BRC #1752-1754 are still available.

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

d) **Approval of Independent Auditor’s Financial Statements and Audit Draft for Fiscal Year 2024-20245 -**

Chairman Sandoval called for a motion. Trustee Kilkenny made motion to approve Independent Auditor’s Draft for FY ’25, 2nd by trustee Bristow. Manager presented audit draft highlighting increase in net position, significant capital asset purchase(s), pension liability and fund balances. Trustee Kilkenny questioned the necessity to approve a draft and not a final report. Trustee Kilkenny made motion to rescind original motion to approve Auditor’s Draft, 2nd by Trustee Carbahal. Request for Auditor’s Final Report be submitted to the Board for approval and/or acknowledgment.

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

6. Information items:

a) Financial Reports:

i. Manager McDermott presented through Period 7 (January)

- General Ledger report and review of Income and Expenses.
- Investment Committee 4th Quarter Endowment Care report. Cash with fiscal agent – Stifel, compared to Yolo County Treasury Investment Pool. ROI was very similar with Stifel approximately a quarter point higher for the calendar year.
- Discussion on fund balances and Fiscal Year ’25 budget.
- Discussion on RDA Pass Thru and ROPS

b) Staff Reports:

- i. Grounds Foreman: Update on winter grounds maintenance schedule and periodic equipment maintenance.
- ii. Manager reported on January burials, Financial Transaction filing with State Controller’s office, SF-405 filing with the Secretary of State, Form 700 filing, website updates, contact with LAFCo and subsequent inquiry with local realtor.

c) Correspondence

- i. Updated Board Appointment and Terms
 - Mandated training(s)
- ii. Correspondence with LAFCo regarding land from development impact assessment; low probability
- iii. Information on land valuations
 - 28.37 acres – Valley Oak Dr. listed at \$1,100,00
 - 60 acres - 27643 CR 88 listed at \$1,488,000

7. Board Comments

Trustee Kilkenny advised that if the Board wanted to take any action on pursuing property interest, it would need to be agendized and discussed in a future meeting. Board discussion to set date of special meeting. Chairman Sandoval advised she will be out of town 3/11/26, Vice Chairman Carbahal to chair meeting. Proposal of special meeting on 2/18/26 to consider proposal of land purchase. Trustee Bristow noted Stepdad would be 110 years old today.

8. Adjournment

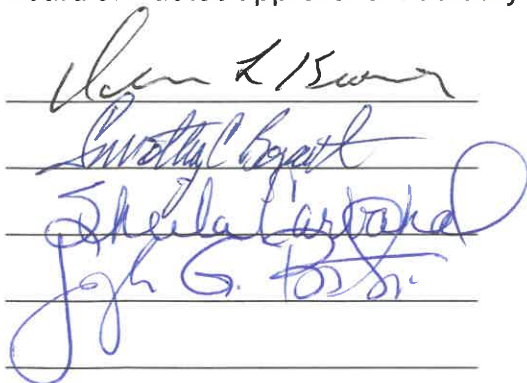
- a) With no further business, Chairman Sandoval called for a motion to adjourn at 10:02 AM. Trustee Kilkenny made motion, 2nd by Trustee Bristow.

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 8th day of February 2026.

Eric McDermott, Board Clerk

Board of Trustee approval of February 11, 2026 meeting minutes:



Eric McDermott, Board Clerk Approval



Date 3/11/2026