

Board of Trustees

Mark Franey
Tanya Gordon
Mark Vasquez
Victor Keaton
Eugene Butticci

Barstow Cemetery District
Mtn. View Memorial Park
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(760) 256-2797

OPEN TO THE PUBLIC

Ashley Tarpley
General Manger

Board of Trustees
Regular Meeting Minutes

Wednesday, October 16, 2024, 4:00 PM

Call To Order:

1. The Board of Trustees Chairperson, Mark Franey, called the Regular meeting of the Barstow Cemetery District to order at 4:00 PM on Wednesday, October 16, 2024. Board Members present at roll call were, Vice Chair Tanya Gordon, Trustee Mark Vasquez, Trustees Victor Keaton, and Trustee Eugene Butticci.
2. All present stood and recited the pledge of allegiance.
3. Notice of minor revisions to agenda items, items removed or continued: None

Public Comments:

Pete Castillo- Thanked the staff for starting the process of getting the benches put out. He would like to know about the following items: fundraising to have money for the project, if staff can talk to the Board of Supervisors to put the project on the calendar to see if we can possibly get funding, how much it will cost to complete the project and a timeline on that, if people who are 1099 can be used for the project or it has to be a landscaping company.

Consent Calendar:

4. Meeting minutes for the Board of Trustees Regular Meeting on September 18, 2024, were emailed to the Board of Trustees on Wednesday, October 9, 2024, for their review.
Discussion: None
Motion to accept September 18, 2024, Regular Meeting minutes as presented: Vice Chair Gordon
Second: Trustee Vasquez
All In Favor: Mark Franey: Aye, Tanya Gordon: Aye, Victor Keaton: Aye, Mark Vasquez: Aye, Eugene Butticci: Aye

General Manager Reports:

5. Interments for the month of September were 3 full, no cremains.

The General Manager gave a presentation on Block 16 and goals to be accomplished. She informed the Board that markers were being re-cemented, rows would be aligned, new maps were being filled in with correct names and weeding was continuing.

The audit has been submitted to the auditor and we are now waiting for him to review the documents and determine if anything else is needed.

The staff has continued safety training including dump truck and ATV safety courses provided by State Fund.

The General Manager is working on a Landscaping presentation to present to the Board before the end of the year to showcase her ideas and goals for the landscaping project in the future.

Management has reached out to both the San Manuel Indian Tribe and the Navajo Nation to see if they would want to help with funding for the Cemetery. The San Manuel Tribe responded and had a meeting with the manager to discuss the project and their interest. San Manuel will present the project to their director to see if they would be willing to help.

Thanks to Victor Keaton and his family who will be donating a Veterans memorial fence to the Cemetery. The quote was provided to Victor Keaton, and they will be paying the full amount.

Action and Information Items:

6. Unfinished Business:

1. ARPA Funded Restroom Update.

Chair Franey gave an update on the bathroom project stating that there was a council meeting he attended on October 7th. At the meeting the project was awarded to a contractor and the funds were approved. The Cemetery should be hearing from the contractor soon to start the project to bring in the ADA approved bathroom. Franey thanked Rowe and Cooks offices as well as the City of Barstow and Jeanette Hayhurst for the help with the project.

7. New Business:

1. 4000 Section Landscaping bid discussion and vote:

One bid was received for the proposed project. The bid was unsealed and read by Chairperson Franey and General Manager Ashley Tarpley on September 30th at 4pm in the Community Room. General Managers recommendation is that because the bid came in at \$249,000, which is above the amount the Cemetery has available from the grant, that we should negotiate to have some unnecessary items removed and certain elements that the staff can do to help lower the cost.

Vice Chair Gordon asked if we feel comfortable accepting a bid from the company if we already feel like they may have purposefully come in high.

Chair Franey made a motion to give General Manager Ashley Tarpley the authority to go back and negotiate the bid with the contractor.

Motion died due to lack of a second.

Trustee Vasquez questioned if it would prolong the process

Vice Chair, Gordon added that we would then still have to have a meeting to vote on accepting or rebid.

General Manager Tarpley noted that we are on a restricted timeline and a rebid for another 30 days and then a meeting for a revote would cut into time.

Trustee Butticci asked if management could investigate an extension if we have already started the construction side.

Chairperson Franey Made a motion to give the General Manager Ashley Tarpley direction to renegotiate the bid with the contractor and the authority to make changes and accept the bid if it was financially responsible. If negotiations cannot be met, then Ashley Tarpley has the authority to put the project back out to bid.

Second: Mark Vasquez

All in Favor: Victor Keaton, and Eugene Butticci

All Opposed: Tanya Gordon

Closed Session

1. Labor Negotiations pursuant to Government Code Section 54957.6 - Public Employee
Adjourned for closed session at 4:23pm

Post Closed Session Announcements:

Regular Board Meeting resumed at 6:15pm

No reportable action was taken at this time.

Items for Future Agenda:

1. Request for Landscaping Update

Cemetery Board and Employee Comments:

1. Chair Franey: Community Development Block Grant has been given to the General Manager. The due date for this to be submitted is October 29th, 2024. Advised Tanya, Ashley and himself went to Twentynine Palms to present Emily Helm with an award to thank her for her year of service.
2. Vice Chair Gordon: None
3. Trustee Vasquez: Thanked Manager Ashley Tarpley and Victor Keaton for his family's donation.
4. Trustee Keaton: None
5. Trustee Butticci: Asked since we don't qualify as a non-profit would we be able to create a 501 (3) under the Cemetery. Emily Helm advised that can be done there would need to be separate board and bi laws for the non-profit.

Announcements:


1. None

Adjournment:

1. Motion to Adjourn at 6:26 pm: Trustee Butticci
Second: Trustee Vasquez
All In Favor: Mark Franey: Aye, Tanya Gordon: Aye, Mark Vasquez: Aye, Victor Keaton: Aye, Eugene Butticci: Aye

The next meeting of the Board of Trustees will take place on Wednesday, November 20, 2024, in the Community Room of the Cemetery at 4:00 PM.

Minutes submitted by:



Ashley Tarpley, General Manager, Barstow Cemetery District

Accepted after Board Approval by:

Mark Franey, Chairperson
Barstow Cemetery District

