

Board of Trustees

Mark Franey
Tanya Gordon
Mark Vasquez
Victor Keaton
Eugene Butticci

Barstow Cemetery District
Mtn. View Memorial Park
37067 Irwin Rd.
P.O. Box 1033 Barstow, CA 92312
www.barstow.cemsites.com
(760) 256-2797 Office / (442) 309-0038 Cell

OPEN TO THE PUBLIC

Ashley Tarpley,
General Manager

BOARD OF TRUSTEES
Regular and Closed Session Meeting Agenda
Wednesday, November 20, 2024, 4:00pm

1. Call to Order:

- a. Roll Call by Board Secretary: (Ashley)
 1. Mark Franey
 2. Tanya Gordon
 3. Mark Vasquez
 4. Victor Keaton
 5. Eugene Butticci
- b. Pledge of Allegiance
- c. Consider additions of emergency or urgency items to the agenda to be placed on the Consent or Discussion Calendar at the Board's discretion pursuant to Government Code section 54954.2(b) or (b)(2)
- d. Notice of minor revisions to agenda items, items removed or continued

2. Public Comments:

Members of the public are encouraged to participate in Board meetings in person or by alternative means by submitting any comments to the Board of Trustees on matters either on, or not part of, the Board of Trustees meeting agenda by email to:
gmbarstowcem@gmail.com

This is the time for the public to address the Board on issues within their jurisdiction that are NOT on this agenda. All comments are to be directed to the Board and shall not consist of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during their comments. There is a time limit of three minutes per person. The Board of Trustees is prohibited by State law from acting or discussing items not included on the printed agenda. Public comments on specific agenda items will be deferred until consideration of the item on the agenda.

3. Consent Calendar:

- a. Meeting minutes for the Board of Trustees Regular meeting on October 16, 2024, were emailed to the Board of Trustees on Thursday, November 14, 2024, for their review.
Discussion:
Motion to accept October 16, 2024, Regular Meeting minutes as presented:
Second:
All In Favor:

4. General Manager Reports:

- a. October 2024 Financial Overview: Flagstar Bank Accounts, San Bernardino County Funds/SAP Reports 4, and Treasure's Deposit.
- b. Cemetery Staff and Operations Review

5. Action and Information Items:

- a. Unfinished Business:
 - 1. None
- b. New Business:
 - 1. Appoint two Trustees as Bargaining Representatives for the General Manager's Contract

6. Items for Future Agenda:

- a. None

7. Closed Session:

- a. **Labor Negotiations pursuant to Government Code Section 54957.6 - Public Employee**
District Negotiators: To be appointed in open session.
Employee: General Manager - Contract

8. Post Closed Session Announcements:

9. Cemetery Board and Employee(s) Reports/Comments (Limit comments to items not appearing on this agenda)

Chair Franey:
Vice Chair Gordon:
Trustee Vasquez:
Trustee Keaton:
Trustee Butticci:

10. Announcements:

- a. None

11. Adjournment:

- a. Motion to Adjourn: Time: _____
 - 1. Second:
 - 2. All In Favor:
- b. The next meeting of the Board of Trustees will take place on December 18, 2024, in the Community Room of the Cemetery at 4:00pm

IMPORTANT NOTICES

Declaration of Posting: I, Ashley Tarpley, General Manager of the Barstow Cemetery District, do hereby declare that a copy of the foregoing agenda posted on the cemetery website: www.barstow.cemsites.com and on the District's Office located outside of the building at 37067 Irwin Rd, Barstow CA 92311 for public review.



Date: November 20, 2024

From: Ashley Tarpley, General Manager

To: Barstow Cemetery District Board

Subject: Agenda Item #4- General Managers Report

October 2024 Financial Overview: Flagstar Bank Accounts, San Bernardino County Funds/SAP Reports 4, and Treasure's Deposit

Cemetery Staff and Operations Review

The General Manager report will consist of the following items. These items are subject to change or update. It is the intention of the General Manager to give a small report on each of these items some in more detail than others.

- **Monthly Interments:**
This will include the number of interments including cremations and full burials.
 - **Landscaping Project Update:**
Update on the progress of the project. Projected timelines and grant management
 - **Ratify Bid Proposal for 4000 Section Landscaping:**
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October 2024 Payments Processed

Account	Date	Vendor	Reference	Amount
5090	09.01.24	Emacs	Payroll System Services	\$58.16
5090	09.12.24	Ewilson	Clerical Services	\$997.50
4415	10.01.2024	Edison	Electric	\$476.46
4415	10.01.2024	Shred Your docs	Shredding	\$141.00
4415	10.02.2024	CalPERS	Retirement	\$1,309.20
4415	10.02.2024	ADT	Security	\$125.09
4415	10.02.2024	Quickbooks	Clerical Services	\$300.00
4415	10.11.2024	Amex	CC payment	\$130.00
4415	10.15.2024	Mercury	Insurance	\$256.60
4415	10.16.2024	CalPERS	Retirement	\$736.07
4415	10.23.2024	E. Wilson	Clerical Services	\$924.00
4415	10.29.2024	Edison	Electric	\$99.12
62017	09.13.2024	Adobe	Subscription	\$239.88
62017	09.19.2024	Amazon	Yard Drag	\$129.89
62017	09.19.2024	Arco	Diesel	\$100.00
62017	09.27.2024	Barsow Indust	Maintenance supplies	\$10.33
62017	09.27.2024	CT Sales	Maintenance supplies	\$4.73
62017	09.27.2024	Amazon	Office Supplies	\$68.15
62017	09.29.2024	Amazon	Safety Supplies	\$35.93
62017	09.30.2024	Quinn Cat	Backhoe Repair	\$4,565.51
62017	10.02.2024	Home Depot	Maintenance supplies	\$102.61
62017	10.07.2024	USPS	Postal	\$10.45
62017	10.08.2024	Business minder	Subscr for Grant page	\$35.00
62017	10.08.2024	Food4less	Fuel	\$56.12
62017	10.08.2024	Food4less	Diesel	\$101.68
62025	09.18.2024	UIA	Internet and Phone	\$395.44
Total				\$11,408.92

September 2024 County Transfers Processed

Account From	Date	Account To	Reference	Amount
5090	10.01.2024	4415	CalPers Reimbursement	\$6,177.65
5091	10.01.2024	5090	Preneed burial	\$2,950.00
5091	10.01.2024	5090	Preneed burial	\$950.00
Total				\$10,077.65

September 2024 Payments Received

Account	Reference	Amount
General Fund	At Need Services	\$5,350.00
Pre Need	October Payments	\$12,570.75
Endowment	New contract Endowment collected	\$1,450.00
Preneed	Intrest Accrued	\$213.12
Endowment	Intrest Accrued	\$2,465.54
Total		\$22,049.41