

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 Meeting Agenda
Wednesday February 19, 2025, 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. Minutes Regular Meeting- January 15, 2025, AT 4:00PM
Recommended Action:
Approve Minutes as presented.

4. General Manager Reports:

- a. General Managers overview of financials, announcement of upcoming events, and brief report on activities of staff since the last meeting.

5. Action and Information Items

a. None

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

c. **Adjournment:**

1. Motion to Adjourn

2. The next meeting of the Board of Trustees will take place on March 19, 2025, 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: February 19, 2025

From: Ashley Tarpley, General Manager

To: Barstow Cemetery District Board

Subject: Agenda Item #4- General Managers Report

General Managers overview of financials, announcement of upcoming events, and brief report on activities of staff since the last meeting.

*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.
- **Financials Report:**
Explanation of the financials accounts and spreadsheet

January 2025 Payments Processed

Account	Date	Vendor	Reference	Amount
5090	01.01.2025	Emacs	Payroll System Services	\$58.16
5090	01.02.2025	Ewilson	Clerical Services	\$945.00
5090	01.06.2025	BBK	Legal Fees July- December	\$3,532.80
5090	01.06.2025	CSDA	Yearly Membership	\$2,619.00
5090	01.06.2025	CAPC	Yearly Membership	\$299.00
5090	01.17.2025	Ewilson	Clerical Services	\$761.25
4415	01.02.2025	ADT	Security	\$125.09
4415	01.02.2025	Sandy Raynor	Quickbooks	\$300.00
4415	01.15.2025	CalPERS	Retirement	\$1,438.07
4415	01.16.2025	Board Stipend	Year End Stipend Payment	\$2,600.00
4415	01.08.2025	Chamber of Commerce	Yearly Membership	\$200.00
4415	01.08.2025	SDRMA	Health Insurance	\$1,604.74
4415	01.09.2025	Crowne Vault	Service Inventory	\$1,005.00
4415	01.09.2025	ASCO Pacific	Equipment Maintenance	\$110.66
4415	01.22.2025	Amex	CC payment	\$386.34
4415	01.21.2025	AIS	Equipment Rental	\$258.24
4415	01.22.2025	Edison	Electric	\$364.23
4415	01.21.2025	Burtec	Trash	\$330.28
4415	01.23.2025	Verizon	Cell phone	\$103.38
4415	01.22.2025	Burtec	Trash	\$330.28
4415	01.27.2025	State Fund	Workers comp Insurance	\$2,428.33
4415	01.28.2025	SDRMA	Health Insurance (Feb ck cleared early)	\$1,069.20
62017	12.23.2024	Amazon	Office supplies	\$20.46
62017	12.23.2025	Amazon	Restroom Supplies	\$34.69
62017	01.08.2025	Amazon	Uniform Supplies	\$43.09
62025	01.22.2025	UIA	Internet and Phone	\$395.86

Total

\$21,363.15

January 2025 County Transfers Processed

Account From	Date	Account To	Reference	Amount
5090	01.30.2025	4415	Utility & Operations transfer	\$12,249.30

This is a transfer between accounts only, this amount is accounted for in payments processed.

January 2025 Payments Received

Account	Reference	Amount
General Fund	At Need Services	\$13,296.36
Pre Need	January Payments	\$3,110.87
Endowment	New contract Endowment collected	\$2,100.00
General Fund	Intrest Accrued (Quarterly)	\$229.46
Preneed	Intrest Accrued (Quarterly)	\$88.45
Endowment	Intrest Accrued (Quarterly)	\$2,469.65
Apportionment	Tax apportionment collected	\$2,571.30
Total		\$23,866.09