

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 October 15, 2025, 4:00 p.m.

CALL TO ORDER:**ROLL CALL:**

- ☐ Mark Franey
- ☐ Tanya Gordon
- ☐ Mark Vasquez
- ☐ Victor Keaton
- ☐ Eugene Butticci

PLEDGE OF ALLEGIANCE:

PARTICIPATION IS INVITED: *Members of the public are encouraged to participate in Board meetings. If you wish to be heard on any item(s) on the Agenda, including Public Comments, please indicate so by filling out a Speaker Request Card and handing it to the General Manager prior to the start of the meeting. **Each Speaker is limited to three minutes.** 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. Comments may also be submitted to the Board of Trustees by e-mail to gmbarstowcem@gmail.com. If special accommodations are required, 48 hours notice must be given to the General Manager.*

PRESENTATIONS: None.

REVIEW AND APPROVAL OF AGENDA: *This is the time for members of the Board of Trustees to call for rearranging the order of the Agenda, adding items to or removing items from the Agenda, or removing items from the Consent Calendar for discussion and/or separate action. Items may only be added to the Agenda as allowed by State Law, including Government Code Section 54954.2(b) or (b)2.*

PUBLIC COMMENTS: *This is the time and place for the General Public to address the Board of Trustees on issues within the District's jurisdiction that are **NOT** on the Agenda. **Each Speaker is limited to three (3) minutes.** The Board of Trustees is prohibited by State law from acting or discussing items not included on the Agenda.*

GENERAL MANAGER REPORT:

The General Manager will provide an overview of financials, announce upcoming events, and report on Cemetery activities since the last meeting.

CONSENT CALENDAR:

1. MINUTES REGULAR MEETING – September 17, 2025, 4:00 P.M.

Recommended Action:

Approve Minutes as presented.

Motion to approve Minutes as presented:

Second:

All in favor:

BUSINESS / ACTION ITEMS:

2. INVESTMENT OF ENDOWMENT CARE WITH COOPERATIVE FUNERAL FUND.

Recommended Action:

Approve investing Endowment Care funds with Cooperative Funeral Fund Inc.

Motion to approve Endowment funds to be invested with CFF:

Second:

All in favor:

3. RECLAIM UNPAID PROPERTIES.

Recommended Action:

Reclaim properties that have not had any payments made on the account for over 6 months per policies and procedures.

Motion to approve unpaid properties to be reclaimed by Cemetery:

Second:

All in favor:

BOARD OF TRUSTEES REPORTS / COMMENTS:

CLOSED SESSION: General Manager annual review.

ADJOURNMENT:

The next meeting of the Board of Trustees will take place on November 19, 2025, 4:00 p.m., in the Community Room of the Barstow Cemetery District, 37067 Irwin Road, Barstow, CA 92311.

NOTICE:

I, Ashley Tarpley, General Manager of the Barstow Cemetery District, do hereby declare that a copy of the foregoing Agenda was posted on the Cemetery website at www.barstow.cemsites.com and at the District office at 37067 Irwin Rd, Barstow, CA 92311 for public review.



Date: October 15, 2025

From: Ashley Tarpley, General Manager

To: Barstow Cemetery District Board

Subject: Agenda Item - 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.
- Grounds:
Updates on staff work being done on the grounds.
- Grants:

Updates on grants and additional funding for the landscaping project.

Subject: Agenda Item - INVESTMENT OF ENDOWMENT CARE WITH COOPERATIVE FUNERAL FUND

General Managers recommendation

The General Managers recommendation is to approve investing a partial amount of the Endowment fund with the investment company Cooperative Funeral Fund (CFF). The Cemetery was previously using the investment company and was seeing positive yields. The re investment with CFF could allow the Cemetery to see positive investments return monies able to be used for landscaping and operations.

Subject: Agenda Item - RECLAIM UNPAID PROPERTIES

General Managers recommendation

The General Managers recommendation is to reclaim properties that have not had any payments made on their account for six (6) months or more. Per the Policies and Procedures of the Barstow Cemetery any account that has not made a payment for 6 months or more will have the property reclaimed and all money forfeited. The recommended properties have not attempted to make their payments after receiving multiple notices by mail and email of their delinquencies. The sites will be reclaimed and available for resale by Cemetery staff.

September 2025 Payments Processed

Account	Date	Vendor	Reference	Amount
5090	08.01.2025	Emacs	Payroll System	\$60.08
5090	08.22.2025	Ewilson	Clerical Services	\$1,018.50
5090	08.28.2025	Ewilson	Clerical Services	\$1,023.75
4415	09.01.2025	ADT	Security	\$135.10
4415	09.01.2025	Sandy Raynor	Quickbooks	\$300.00
4415	09.23.2025	SCE	Electricity Utility	\$436.09
4415	09.25.2025	AIS	Equipment Rental (2 months)	\$502.12
4415	09.25.2025	CalPers	Retirement	\$2,979.34
4415	09.15.2025	Mercury	Insurance	\$191.09
4415	09.19.2025	GSW	Water Utility	\$1,982.67
4415	09.25.2025	Burrtec	Trash	\$176.03
4415	09.30.2025	SDRMA	Health Insurance	\$1,604.74
62017	08.20.2025	Microsoft	Annual Subscription	\$129.99
62017	08.15.2025	Amazon	Grounds supplies	\$38.78
62017	08.18.2025	Home Depot	Grounds repairs	\$15.27
62017	08.22.2025	Amazon	ADA bathroom supplies	\$62.20
62017	08.22.2025	Amazon	Office Supplies	\$16.15
62017	08.28.2025	USPS	Post Office Box renewal	\$96.00
62017	09.04.2025	Verizon	cell phone utility	\$153.36
62017	09.09.2025	USPS	Postage	\$11.00
62017	09.08.2025	Food 4 Less	Fuel	\$111.04
62017	08.18.2025	UIA	Internet and Phone (August)	\$395.50
62017	08.22.2025	Clemmers	Split Unit Service	\$375.00
62017	09.08.2025	Autozone	dump truck Battery replacement	\$207.96
62017	09.08.2025	UIA	Internet and Phone (September)	\$409.35
Total				\$12,431.11

September 2025 County Transfers Processed

Account From	Date	Account To	Reference	Amount
5091	09.16.2025	5090	Preneed services to General Fund	\$6,000.00

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

September 2025 Payments Received

Account	Reference	Amount
General Fund	At Need Services	\$23,702.00
Pre Need	September Payments	\$3,071.52
Endowment	New contract Endowment collected	\$1,150.00
General Fund	Intrest Accrued (Quarterly)	\$0.00
Preneed	Intrest Accrued (Quarterly)	\$0.00
Endowment	Intrest Accrued (Quarterly)	\$0.00
Apportionment	Tax apportionment collected	\$0.00
Total		\$27,923.52