

Board of Trustees

Mark Franey
Tanya Gordon
Mark Vasquez
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 September 16, 2026, 4:00 p.m.

CALL TO ORDER:**ROLL CALL:**

- ☐ Mark Franey
- ☐ Tanya Gordon
- ☐ Mark Vasquez
- ☐ 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.*

GENERAL MANAGER REPORT:

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

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.*

CONSENT CALENDAR:

1. MINUTES REGULAR MEETING – August 19, 2026, 4:00 P.M.

Recommended Action:

Approve Minutes as presented.

Motion to approve Minutes as presented:

Second:

All in favor:

BUSINESS / ACTION ITEMS:

2. Conflict of Interest FY 26/27

Recommended Action:

Approve to keep the existing Conflict of Interest for FY 26/27 with no changes.

Motion to approve Conflict of Interest FY 26/27:

Second:

All in favor:

BOARD OF TRUSTEES REPORTS / COMMENTS:

CLOSED SESSION: None.

ADJOURNMENT:

The next meeting of the Board of Trustees will take place on October 21, 2026, at 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.

Barstow Cemetery District

POLICY TITLE: Conflict of Interest

POLICY NUMBER: 1035

1035.1 The Political Reform Act, Government Code §81000, et seq., requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission ("FPPC") has adopted a regulation (2 Cal. Code of Regs. §18730) which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the FPPC after public notice and hearings to conform to amendments in the Political Reform Act. The Board approved and adopted the FPPC's standard conflict of interest on August 16, 2022. Therefore, the terms of 2 Cal. Code of Regs. §18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference and, along with the attached Appendix, in which members of the Board of Directors and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the Barstow Cemetery District.

1035.2 Designated employees shall file statements of economic interests or Form 700, with the Clerk of the County of San Bernardino County Board of Supervisors.



Date: September 16, 2026

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:
This will include work being done on the grounds by the Cemetery staff.
- Landscaping Project:
This will include overview of work that has been accomplished most recently and what the plan will be continuing.

Subject: Agenda Item - Conflict of Interest FY 26/27

The General Managers recommendations for the Conflict of Interest for fiscal year 26/27

The General Managers recommendation for the Conflict-of-interest FY 26/27 will include the following:

- No changes are necessary currently, and the policy complies with state code. No changes are recommended.

August 2026 Payments Processed

Account	Date	Vendor	Reference	Amount
5090	08.05.2026	J. Cervantes	Uniform Reimbursement	\$100.00
5090	08.07.2026	E. Wilson	Clerical Services	\$1,050.00
5090	08.05.2026	Cemsites	License Fee	\$2,730.00
5090	08.26.2026	E. Wilson	Clerical Services	\$1,050.00
4415	08.03.2026	ADT	Security	\$147.01
4415	08.03.2026	Sandy Raynor	Quickbooks	\$300.00
4415	08.12.2026	CalPers	Retirement	\$1,662.17
4415	08.20.2026	SCE	Electricity Utility	\$440.58
4415	08.20.2026	AIS	equip rental 2 months	\$504.28
4415	08.28.2026	Shred Your docs	confidential shredding	\$326.40
62017	07.16.2026	Home Depot	Grounds supplies	\$49.07
62017	07.16.2026	USPS	Postage	\$32.80
62017	07.22.2026	Home Depot	Gorund supplies	\$40.15
62017	07.26.2026	Amazon	office supplies	\$208.69
62017	07.28.2026	Vist Print	26/27 Fee schedules	\$110.74
62017	08.03.2026	USPS	Po box renewal	\$101.00
62017	08.06.2026	Home Depot	Grounds supplies	\$28.21
62017	08.06.2026	Food 4 less	Fuel	\$57.00
62017	08.06.2026	Food 4 less	Fuel	\$143.45
62025	08.06.2026	UIA	Internet and phone 2 months	\$819.87

Total

\$9,901.42

August 2026 County Transfers Processed

Account From	Date	Account To	Reference	Amount
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This is a transfer between accounts only, this amount is accounted for in payments processed.

August 2026 Payments Received

Account	Reference	Amount
General Fund	At Need Services	\$3,150.00
Pre Need	May Preneed Payments	\$5,192.09
Endowment	New contract Endowment collected	\$750.00
General Fund	Intrest Accrued (Quarterly)	\$529.30
Preneed	Intrest Accrued (Quarterly)	\$119.89
Endowment	Intrest Accrued (Quarterly)	\$2,794.03
Apportionment	Tax apportionment collected	\$0.00
Total		\$12,535.31