



Winters Cemetery District

Board of Trustees Regular Meeting Minutes
Wednesday, April 8, 2026

1. Call to Order-

Chairman Sandoval called meeting to order at 8:59 A.M.

2. Roll Call of the Board -

Present: Chairman Lucrecia Sandoval, Trustee Dennis Kilkenny, Trustee Tim Bozarth and Trustee Joe Bristow

Absent: Vice Chairman Sheila Carbahal

Also in attendance - Board Clerk/Manager Eric McDermott, Foreman Nick Glide

3. Agenda Item #3 - Approval of Agenda: Chairman Sandoval called for a motion to approve agenda. Trustee Kilkenny made motion to approve meeting agenda, 2nd by Trustee Bozarth.

With no further discussion, motion carried with all ayes.

4. Agenda Item #4 – Public Comments: Chairman Sandoval opened the meeting to public comment. Seeing no public in attendance public comments closed.

5. Agenda Item #5 – Consent Calendar:

- a) **Approval of March 11th Regular Meeting Minutes** – Chairman Sandoval called for a motion. Trustee Bozarth made a motion to approve March 11th Regular Meeting Minutes, 2nd by Trustee Bristow.

With no further discussion, motion carried with all ayes.

- b) **Approval of March Submitted Claims** – Chairman Sandoval called for a motion. Trustee Kilkenny made a motion to approve March submitted claims in the amount of \$15,720.15, 2nd by Trustee Bozarth. Trustee Bristow questioned plot refund for Jara. Trustee Kilkenny questioned Crown vault purchase. Trustee Bristow questioned Ramos Oil purchase and Pavestone purchase in excess of \$5,000 limit and pre-approval signature. Manager responded to inquiries.

With no further discussion, motion carried with all ayes.

c) **Approval of March Revenues, Issuance of Burial Rights Certificate #1753 -**

Chairman Sandoval called for a motion. Trustee Kilkenny made a motion to approve February submitted revenues of \$8,565.00 and issuance of BRC #1753, 2nd by Trustee Bozarth.

With no further discussion, the motion carried with all ayes.

d) **Approval to allow Winters Cemetery District to contract with AllPaid Payment Services for Credit Card processing -**

Chairman Sandoval called for a motion. Trustee Kilkenny made a motion to approve Winters Cemetery to contract with AllPaid Payment Services for Credit Card processing, 2nd by Trustee Bristow. Board discussion.

With no further discussion, the motion carried with all ayes.

e) **Approval of Regular Meeting change from Wednesday November 11, 2026 to Tuesday November 10, 2026 in observance of Veterans Day Holiday.**

Chairman Sandoval called for a motion. Trustee Bozarth made motion to change November Regular Meeting date from Wednesday November 11, 2026 to Tuesday November 10, 2026 in observance of Veterans Day Holiday, 2nd by Trustee Kilkenny. Board discussion.

With no further discussion, the motion carries with all ayes.

6. Information items:

a) Financial Reports:

i. Manager McDermott presented the following:

- General Ledger report through period 9 – March 2026.
- Fiscal Year 2025-2026 revised budget.
 - a. Income and Expense adjustments
 - b. Decrease in Unassigned Fund Balance
 - c. Increase in Capital Acquisition account

b) Staff Reports:

- i. Grounds Foreman: Reported roof leak repair in main office, winter tree pruning, cleanup and weed abatement on Anderson Ave. and repairs to Grasshopper mower.
- ii. Manager reported on February interments, Groundsman retirement date of 5/1/2026, monthly CalOsha safety meeting on 2/26/2026, Pavestone purchase for retaining wall extension, Realtor engagement, update on front gate project and design, Mapping of section 6 – Flagpole walk, and Decedent Successor Affidavit received for Sackett and Overhouse plots in Section 6.

- c) Correspondence
 - i. Response from County on zoning
 - ii. Yolo County Department of Finance Government Compensation in California (GCC) Report preparation and filing with State Controller's Office (SCO).

7. Board Comments

- a) Chairman Sandoval questioned the overtime budget figure. Manager noted the budget figure was set based on anticipated Saturday and Holiday services noting actual expenditure is less than 25% of budget.
- b) Trustee Bristow questioned the Supplemental Roll Current and Prior. Manager explained that Supplemental taxes are taxes in addition to regular property tax. The current versus prior year was either when the tax is assed or collected, but not certain which. Trustee Kilkenny further elaborated on property valuation changes based on property development (new housing) and/or sale of existing property.
- c) Trustee Kilkenny questioned the RDA Pass Through shortfall. Manager explained his understanding of the Pass-Through revenue was limited and the budget figure was based on previous year plus 4% increase. Manger noted he had reached out to the County Department of Finance several months earlier when the question was raised at a previous meeting and was advised that property valuations had come down. Board questioned the history of the Pass-Through funds to which Trusteed Kilkenny explained his recollection but noted Trustee Carbhal (absent from present meeting) was involved and has first had knowledge. Chairman Sandoval asked Manager to research Pass Through funds and how they are setup and bring back a report at next meeting. Trustee Kilkenny specified research to include who is in the distribution pool (cities and districts) and what the percentages of distribution are for those in the pool i.e. City of Winters.
- d) Trustee Bristow inquired into property negotiations. Manager informed Board that there was no response or follow-up from the listing agent of the 60-acre parcel since the original offer was declined although our Negotiator had subsequently tried contacting the listing agent. Follow up question on the second parcel of interest, the 28-acres on Valley Oak. Manager advised that because of the easement problems (land-locked), there was no further discussion between he and the agent. Trustee Kilkenny challenged the notion the parcel was "land-locked" advising that would not have been allowable by law. Manager advised he would follow up on the information, but that an earlier attempt to view the property resulted in a trespassing warning from an employee of Martinez Orchards. Trustee Bozarth commented that the closest and most desirable access point would be at the S.E. corner, off of Valley Oak Dr. Manager advised he would follow up with agent

regarding easement questions but reiterated earlier concerns of the PG&E gas pipeline between property and Valley Oak Dr.

- e) Board discussed budget planning meeting date for Fiscal Year 2026-2027. Board agreed May 27, 2026 at 9:00 A.M., after Memorial Day Services and before last Board meeting of the current Fiscal Year.
- f) Chairman Sandoval gave an update on the upcoming Memorial Day Ceremony on Monday May 25, 2026 at 1:30 P.M. and asked that the calendar reflect the Community Flag Placing event on Friday May 22, 2026 at 9:00 A.M.

8. Adjournment

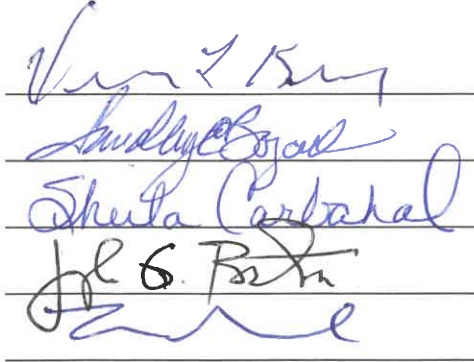
- a) With no further business, Chairman Sandoval called for a motion to adjourn at 10:26 A.M. Trustee Kilkenny made motion, 2nd by Trustee Bozarth.

Motion carries with all ayes.

Under penalty of perjury, I swear the Agenda Notice was posted on the Cemetery website, the Winters Post Office and the District office front door by the 4th day of April 2026.

Eric McDermott, Board Clerk

Board of Trustee approval of April 8, 2026 regular meeting minutes:



Eric McDermott, Board Clerk Approval



Date 5/13/2026