Ramona Cemetery District

Nuevo Memory Gardens
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Board of Trustees ~ Joe Stupar, Board Chair ~ Pete Smith, Trustee~ Mel Cary, Vice-Chair

MINUTES

Board Meeting
October 13, 2026

1. **CALL TO ORDER:**
   The meeting of the Board of Trustees of the Ramona Cemetery District was called to order at 12:01 pm by Board Chair, Joe Stupar.

2. **ATTENDANCE:**

Members Present:	Board Chair, Joe Stupar Vice Chair, Mel Cary Trustee, Pete Smith
District Staff Present:	District Manager, Patty Estrada District Secretary, Jessica Yerkey

3. **PLEDGE OF ALLEGIANCE**

4. **ADOPTION OF AGENDA**

   a. **APPROVAL OF AGENDA**

   Board Action: MOTION – *Trustee, Pete Smith, moved, "To approve the agenda as presented" Vice Chair, Mel Cary, seconded the motion. Motion carried - Yeas: 3, Nays: 0, Absent: 0*

5. **PUBLIC COMMENT PERIOD:**
   Kathy Savage commented on how good the grounds have been looking.

6. **INFORMATIONAL ITEMS:**

   a. **None**

7. REOCCURING DISTRICT MATTERS

a. APPROVAL OF MINUTES

Minutes for September 8, 2026 and September 29, 2026 were submitted for approval. It was noted that there was an error on the date for the September 8th meeting as being September 9th, 2026.

Board Action: MOTION – Trustee, Pete Smit, *moved, "To approve the September 8th, 2026 minutes as presented, and to be corrected."* Vice Chair, Mel Cary, seconded the motion. *Motion carried - Yeas: 3, Nays: 0, Absent: 0*

b. REVIEW OF BILLS AND SUBSEQUENT BILLS:

District Manager, Patty Estrada, presented the bills for review.

Board Action: MOTION – *Trustee, Pete Smith moved to approve the bills as presented. Vice Chair, Mel Cary, seconded the motion. Motion carried. – Yays: 3, Nays: 0, Absent: 0*

c. CORRESPONDENCE:

The District Manager presented information on the upcoming CAPC 69th Annual Conference in Monterrey Bay on March 11-12, 2027.
Thank you letters written to:

- The Lavelle family in appreciation of the renovation of the rose garden.
- Frye Mechanical in appreciation of their donation of a mini-split A/C & heat unit.
- Rancho Land Company for the donation of surveying services for the purchase of our new property.

d. MANAGER'S REPORT:

The Manager gave a general overview of the services done thus far for the month of September. Manager also presented Sales Report, Balance Sheet, Interment Report, and Fiscal Year to Date Budget Report. Manager also gave an update on what has been going on at the cemetery:

- A new laptop was purchased. Desktop is being for inputting into CIMS (cemetery software).
- A small desk was purchased that fits into the file cabinet area. This provides another work area for volunteers in our small office space.
- The purchase of a golf cart and utility cart.
- The damaged gate was fixed with temporary fencing. A border was put up to deter cars from hitting the fence.
- Latest storm caused some tree damage. The grounds crew did a great job of cleaning it up. It did however, prompt the grounds crew to assess the tree next to the office and it will be trimmed to avoid any damage in the next storm.
- The grounds crew have placed 3 upright headstones, with more coming as families are ordering them for their loved ones. One family traded out their old family headstones for an upright.

- Sections J, F, and I have been switched out to timer irrigation. Sections 18, 19, and 20 are already on timers and the goal is to have all of the irrigation switched to timers.
- The cemetery is inviting the community to honor their loved ones buried here for Dia de los Muertos. The flyer will be posted on our website, the Ramona Sentinel, and the Chamber of Commerce website.
- The Cemetery District has purchased 904 Elm Street. It is adjacent to the southeast corner of the cemetery. It was purchased for future use.

8. ONGOING AGENDA MATTERS

a. Green Burials

District Manager presented on the ongoing survey on green burials that is being run independently by Michael Martin. We have linked the survey to our website so that people inquiring about green burials can follow the link to take the survey. District Manager also discussed speaking with the Masonic Cemetery in Fallbrook about their green burials and they referred us to the Green Burial Council website. Trustee, Pete Smith, suggested that this be reassessed in the process of the Cemetery's future master plan.

Board Action: MOTION- *No Motion*

b. Columbarium Prices

District Manager presented to the trustee's, information on the cost of adding a columbarium. Manager presented an AI mock up of what a columbarium would look like in our cemetery. Trustee, Pete Smith, suggested that this be reassessed in the process of the Cemetery's future master plan.

Board Action: MOTION – *No Motion*

c. Veterans & First Responders Memorial

District Manager presented an AI mock up of what a First Responder's memorial would look like in our cemetery. Trustee, Pete Smith, suggested that this be reassessed in the process of the Cemetery's future master plan.

Board Action: MOTION – *No Motion*

9. NEW AGENDA MATTERS:

None

10. FUTURE AGENDA MATTERS:

a. Paving proposals
b. Master Plan
c. Proposal to retain new legal counsel

11. DISTRICT TRUSTEE COMMENT PERIOD:

Trustee, Pete Smith, commented that he was very pleased to see the purchase of the adjacent property knowing that a major use permit will be needed. However, there is

time for this process and the property will serve the community for many years to come.
Board Chair, Joe Stupar, thanked the volunteers on the impact that they have on helping the office and also thanked the grounds crew on their continued good work.

12. CLOSED SESSION MATTERS:

a. None

13. CLOSED SESSION MATTERS REPORT OUT:

a. None

14. CONFIRM NEXT BOARD MEETING:

Regular Board Meeting November 10th, 2026 at 12:00pm at The Ramona Heritage Museum, 645 Main Street, Ramona, CA

15. ADJOURMENT - Meeting was adjourned at 12:44 p.m.