

**MINUTES
SUMMIT CEMETERY DISTRICT
July 14, 2026**

I. CALL TO ORDER: 9:02 a.m. by President Enriquez

II. ROLL CALL:

Present

Helen Enriquez, President
Carol Hennessy, Vice President
Linda Smith, Secretary
Don Foster, Trustee
Mary Daniel, Trustee
Donnie Sibole, District Manager
Bruce Torola, Assistant Manager
Sandy Chatigny, Clerk

Absent

III. AGENDA REVIEW:

IV. PUBLIC INPUT:

None

V. MINUTES, EXPENSES, FINANCIAL REPORT:

- A. A motion was made by Trustee Daniel and seconded by Trustee Smith to approve the June 9, 2026 minutes as mailed. Motion carried by unanimous vote.
- B. A motion was made by Trustee Hennessy and seconded by Trustee Smith to approve the Profit & Loss/Financial reports for June 2026 as presented. Motion carried by unanimous vote.
- C. A motion was made by Trustee Smith and seconded by Trustee Foster to approve the June 2026 Check Register/Check Listing and credit card purchases as presented. Motion carried by unanimous vote.

VI. MANAGERS REPORT

Board asked for an update regarding the GPR. Manager Sibole told the Board that the process went well and there were quite a few unknown burials located at the Sunnyslope Cemetery. A new section had been created and added to the Cemsites database only to find there were at least 17 unknown burials located. The new section will not be used for burials of caskets. Too many unknown burials.

Mt. View had a few burials that were not mapped and unknown or burials that were encroaching on the grave next to it.

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No unknown burials were located at San Gorgonio Memorial Park. Records there were accurate.

Next step will be to contact the attorney's with the list of graves to be reclaimed. The count is around 250.

VII. SAFETY REPORT:

Workplace Violence was the safety topic for this month.
Shop and Fire Extinguisher inspections were completed.

VIII. ADMINISTRATIVE ACTION/INFORMATION:

- A. A motion was made by Trustee Smith and seconded by Trustee Foster to approve the SDRMA Liability Insurance Renewal at a cost of \$49,028.00. Motion carried by unanimous vote.
- B. A motion was made by Trustee Foster and seconded by Trustee Hennessy to approve the SDRMA Workers Comp Insurance at a cost of \$58,947.00. Motion carried by unanimous vote.
- C. A motion was made by Trustee Smith and seconded by Trustee Foster to approve payment in full of the CalPERS Unfunded Liability at a cost of \$197,717.00 to take advantage of the 3.3% savings. Motion carried by unanimous vote.
- D. A motion was made by Trustee Hennessy and seconded by Trustee Smith to approve the 2026/2027 Annual Budget as presented. Motion carried by unanimous vote.
- E. A review of the Summit Cemetery District Rules and Regulations concerning headstones was reviewed due to a complaint from a family whose upright headstone has some minor damage to the base. Manager Sibole informed the Board that this will be one of the topics at the next CAPC meeting and he plans to attend. No action was taken.

IX. NEW BUSINESS:

Manager Sibole informed the Board that he has hired Security at the Mt. View Cemetery from 4pm To 12am during the week and from 5pm to 1am on weekends.

Mt. View has been having issues with visitors leaving drug paraphernalia, nitrous canisters, alcohol, needles, etc. The groundsman have been picking up these items usually on Monday mornings.

Most recently, it was reported by the neighbors that a small dog had been tortured and set on fire on Cemetery grounds after closing hours.

Due to public safety and employee safety concerns, the walk-in gates are now closed and will not be open for the public to enter after hours.

This has caused some negative comments on social media.

Cemetery personnel are hopeful that after a few months of the presence of Security the situation will improve and the visitors causing problems will not be an issue or become less of an issue.

Manager Sibole receives daily reports of people trying to visit after hours and is keeping track of the the numbers they are reporting to him.

The decision to close the walk-in gates was not made lightly. It was known that this decision would be upsetting to many of our regular visitors, but it is clearly a safety issue and concern for everyone.

Trustee Hennessy informed the Board that she had been aware of posts that she had read on Social Media regarding the closing of the walk-in gates. She inquired if it would be appropriate to comment on the posts so that the public is aware of the situation and the reason behind the closings. Manager Sibole encouraged her to respond to posts if she is so inclined.

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:16a.m..

APPROVED:

Helen Enriquez, President

Sandy Chatigny, Clerk of the Board