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Jamestown Cemetery District
P.O. 654
Jamestown, CA 95327

FILED

AUG 09 2011
Superior Court of California
County of Tuolumne

BY *Jayne Barnes*
Clerk

July 25, 2011

Eric L. Du Temple, Honorable Judge
Superior Court of California
County of Tuolumne

Response to 2010-2011 Grand Jury Report

A special Board Meeting was called on July 18, 2011 to discuss and draft a response to the Grand Jury Report. The following is the official response to the recommendations 1 to 10.

R1. Cemetery Service referrals are made by the local mortuaries. They have been given the names and numbers of board contact whenever burial services are needed. They have been given packets with needed information such as services offered and the costs of services.

R2. Orientation is given to all new Board members at their first public meeting. They are given information at the time of their appointment by the Board of Supervisors as to their term in office and training sources through the county

R3. The current Board was given information and training initially on the Brown Act. At a special meeting with the County Council was scheduled. Each member received printed material provided by the State on the Brown Act to keep with their personal file. Annually training is provided to update Board members on Ethics and the Brown Act.

R4. A Board Policy and Procedure Manual was created by the current Board. There had not been a formal document written prior to the creation of the current document. Each Board Member received a copy to keep in their personal file. Copies were also made to be included in information packet given to mortuaries. This is to be given to the families at the time they need to make decision as to where they want to receive burial service.

R5. A boundary map was created by the County and has been given to each Board Member. They also have parcel maps for all property included in the cemetery boundary.

R6. Jamestown Cemetery Board Meeting Agendas are posted at the Jamestown Post Office and Community Hall. These are posted 2 weeks prior to meeting dates. Agendas are available should anyone wish to receive them prior to meeting or at meeting. Currently meetings have been changed to afternoon. Suitable meeting locations for evening meetings are unavailable.

R7. The Auditors Office of the County maintains financial records for the Jamestown Cemetery District. All necessary reports needed by the State and County are provided by them. Current financial reports are made available to the Board on a regular basis. Every meeting of the Board has a report given as to the status of current and paid bills and projects.

R8. The Jamestown Cemetery District does not have a website nor is it warranted at this time. There is not a large volume of inquiries or burials at any given time at the cemetery. Inquiries can be made through the Counties Website or County Offices.

R9 and R10. The Jamestown Cemetery Board initiated interest in forming a Community Services District. A public meeting was scheduled with Bev Shane, Community Development Director, on June 11, 2008 to discuss a course of action to investigate development of a CSD. The Board was later given LAFCO reports on all the Community Services Districts in the County as well as the California Codes; Government Codes Section 61000-61009 Community Services District Law.

In September, a public meeting was held to inform the public as to what is needed to form a Community Services District and to answer any questions. The attending public was very receptive and it was decided to continue in the effort to form a CSD.

At their October 8, 2008 meeting, the Jamestown Cemetery Board voted to allocate up to \$2500.00 dollars to pay for any fees needed to form a CSD.

Section 61010 of the California Government Code states 2 ways that a CSD can be formed. It was decided that the Cemetery District Board would reach out to the other special Districts Boards to seek support to form a CSD.

A letter of support was received by the Jamestown Cemetery Board on January 27, 2010, by the Board of the Jamestown Fire District. The Jamestown Lighting District, Jamestown Sanitary District, Jamestown Fire District, and the Jamestown Cemetery District are the 4 districts that service the residents of Jamestown. The Lighting District is administered by the County Board of Directors.

Members of the Jamestown Cemetery Board as well as the general public attended a meeting of the Jamestown Sanitary Board to encourage them to support the formation of a Community Services District.

The Jamestown Sanitary Board then held a public meeting with a representative from the County as well as their Legal Counsel. The Sanitary board voted not to support the formation of a Community Services District.

It is still the desire of the Jamestown Cemetery District Board to form a Community Services District.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary Stevens". The signature is written in black ink and is positioned above the typed name.

Mary Stevens, Chairperson
Jamestown Cemetery District