



FAIR OAKS CEMETERY DISTRICT

7780 Olive Street Fair Oaks, CA 95628

Phone (916) 966-1613 Fax (916) 966-8921

www.fairoakscemetery.com

ESTABLISHED 1902

"It is our mission to partner with our community to preserve our past & memorialize our future."

Guillermo Barron
District Manager
Mysti Lingenfelter
Admin Assist
Gonzalo Vega
District Foreman

BOARD OF TRUSTEES
Robert Clouse-Chairman
Carolyn Flood-Vice Chairman
Patricia Vogel
Albert D. Neufeld
Peter Schroeder

Minutes

OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF FAIR OAKS CEMETERY DISTRICT

Wednesday, July 12, 2023, at 9:15 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

1. Call to Order-9:15 a.m.
 - Chairman Clouse called the meeting to order at 9:13am
2. Pledge of Allegiance
 - Those assembled recited the Pledge of Allegiance
3. Roll Call of Board
 - Present were trustees Pat Vogel, Pete Schroeder, and Carolyn Flood, Bob Clouse, Don Neufeld, DM Guillermo Barron, Foreman Gonzalo Vega, and Secretary Mysti Lingenfelter.
4. Public Comment on any agenda items - Open or Closed.
 - No Public Present.
5. Unfinished Business - Board Discussion & Possible Action Items
 - A. Update on Land/Tax Issues
 - Trustee Schroeder is to meet with Mr. Hatch, Supervisor Desmond, Supervisor Frost, and Chairman Clouse late later in August.
 - TRA map created to show exactly where each tax rate area is located, and the discrepancy between the LAFCo boarders and our actual tax rate area.
 - Direction given to staff to look up tax rate areas and if the client has an issue we can give them the contact information for the supervisor's office.
 - B. Update of Expansion Projects
 - DM Showed the board several pictures on the expansion project progress.
 - C. FEMA Update
 - All projects have been submitted and are currently in the review stage.
 - GSRMA has denied coverage, but in doing so also held up the FEMA claim.
 - D. Audit Update
 - Audits are still in progress.
 - E. Credit Card Issue
 - Refund in the amount of \$4,391.11 issued by credit card company.
6. Finance Committee Report
 - The finance committee met prior to the board meeting. Trustee Schroeder reported total claims were \$74,496.20.
7. Consent Calendar
 - A. Approval of Board Minutes of June 14, 2023
 - Motion to accept the minutes of June 14,2023 as corrected. Moved by Trustee Flood 2nd by Trustee Vogel. Approved 5/0/0
 - B. Approval of Claims
 - Motion to accept the claims as corrected. Moved by Trustee Schroeder 2nd by Trustee Vogel. Approved 5/0/0

Fair Oaks Cemetery District Minutes for Board of Trustees Meeting July 12, 2023

8. Investment Committee Report

- Investment accounts are following industry trends.

9. Information Items

A. District Foreman's Monthly Report

i. Safety Report

- This month's safety meeting was held on ^{heat prevention} proper hydration, as the weather is getting warmer.
- ii. Any unusual activities
- Weed eaters are not working as well as we had hoped.
- DM to contact Baker Supplies to get replacements under warranty.
- Already replaced 2 blowers and 2 weed Eaters, with one more having an issue.

B. DM's Monthly Reports:

i. Sales

- District sales reported as \$111,977.70 (Total Income \$134,839.60 includes taxes and interest earned)

ii. Internments

- The district's 26 burials consisted of 12 cremations and 14 caskets.

iii. Attendance

- District Employee's attendance is up to date.

iv. Website Contacts

- Google Analytics showed 142 visits to our website in June.

- Chamber Catcher page had 25 direct views.

v. Correspondence

1. FOVEC email

- FOVEC wrote a check to replace the broken tent.

vi. Upcoming events, conferences, and trainings

1. PCA August 10-11, Grass Valley

- The board will not be attending. DM will make the choice to go or not.

- Special District Sec. Training in Nov. Board Secretary to attend.

vii. Major Purchases or other Extraordinary Expenditure

1. Walkway Repairs

- Walkways have been repaired.

- New headstone strip installed.

viii. Incidents

- Another guest locked in the cemetery.

- DM to call our gates person and solve the issue.

- Client wants to put an upright headstone in a cremation area. He was denied, as he was not the owner on record.

10. New Business - Board Discussion & Possible Action Items:

A. Annual Final Budget Review

- Board Discussed Budget and asked questions.

- Motion to accept the Final Budget as corrected. Moved by Trustee Flood 2nd by Trustee Schroeder. Approved 5/0/0

- Motion to approve Resolution 2024-02 Final Budget. Moved by Trustee Flood 2nd by Trustee Neufeld. Approved 5/0/0

11. Trustees Discussions, Questions, & Comments

- Nothing to report.

12. Adjournment

- Chairman Clouse adjourned the meeting at 10:59am.

Approved as ___ read X corrected.

Prepared by: Mysti Lingenfelter Board Secretary.

Votes: ___ Ayes
___ Nays
___ Abstain
___ Absent