



# FAIR OAKS CEMETERY DISTRICT

Guillermo Barron  
District Manager  
Mysti Lingenfelter  
Office Manager  
Gonzalo Vega  
District Foreman

7780 Olive Street Fair Oaks, CA 95628

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

www.fairoaksceemetery.com

ESTABLISHED 1902

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

**“It is our mission to partner with our community to  
preserve our past & memorialize our future.”**

## Minutes

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

Wednesday, February 14, 2024, at 9:00 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

1. Call to Order-9:00 a.m.
  - Chairman Schroeder called the meeting to order at 9:00am
2. Pledge of Allegiance
  - Those assembled recited the Pledge of Allegiance
3. Roll Call of Board
  - Present were trustees Pete Schroeder, and Carolyn Flood, Pat Vogel, Don Neufeld, DM Guillermo Barron, Secretary Mysti Lingenfelter, and Foreman Gonzalo Vega.
  - Trustee Bob Clouse was absent.
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 mentioned Mike Aho and the FORPD are looking to potentially buy and sell land
    - Trustee Schroeder to follow up with LAFCo regarding TRA's .
  - B. FEMA Update
    - Staff are working with FEMA adjustor on appeal for roof damage.
    - FEMA will pay out on other projects.
    - SAM.GOV renewed for another year.
  - C. Audit Update - Scott German
    - Audit is still in progress.
  - D. FOCD Policy Manual
    - Changes were proposed by the Policy committee.
    - Motion to accept the policy manual, as corrected. Moved by Trustee Neufeld 2<sup>nd</sup> by Trustee Flood. Approved 4/0/1
    - Yes: Flood, Vogel, Schroeder, Neufeld - Absent: Clouse
  - E. Salary/ Wage for District Manager
    - To be brought back at next meeting
6. Investment Committee Report
  - District Investment Accounts are following industry trends.
7. Finance Committee Report
  - The finance committee met prior to the board meeting. Trustee Vogel reported total claims were \$28,710.32.
8. Consent Calendar
  - A. Approval of Board Minutes of January 10, 2023
  - B. Approval of Board Minutes of SM January 19, 2023
  - C. Approval of Claims
    - Motion to accept the consent calendar, as Corrected. Moved by Trustee Neufeld 2<sup>nd</sup> by Trustee Flood. Approved 4/0/1

Fair Oaks Cemetery District Minutes for Board of Trustees Meeting February 14, 2024

9. Information Items

A. District Foreman's Monthly Report

i. Safety Report

- This month's safety meeting was held to prevent slips, trips, and falls.
- ii. Any unusual activities
- Nothing to report.

B. DM's Monthly Reports:

i. Sales

- District sales reported as \$42,836.16.
- District total income including tax revenue and interest reported as \$201,281.25.
- ii. Interments

- The district's 13 burials consisted of 5 cremations and 8 caskets.
- iii. Attendance

- District Employee's attendance is up to date.
- iv. Website Contacts

- Google Analytics showed 23 visits to our website in June.
- Chamber Catcher page had 8 direct views.

v. Correspondence

1. LAFCo Memo
2. LAFCo Voting

- Trustee Schroeder to contact LAFCo regarding timing of policy changes and voting.
- 3. ALP Increase

- Increase of cost to cover rising minimum wage ours comes out to approximately \$100 more per billing.
- 4. Sacramento County - Investment pool update

- County plans to move investments from 180 days to 270 days. .

vi. Upcoming events, conferences, and trainings

vii. Major Purchases or other Extraordinary Expenditure

viii. Incidents

- Lost 3 trees and a few large branches.
- Clean-up has begun.
- Fair Oaks Chamber of Commerce is putting in a project with Big Day of Service to help replant 15 of the trees we have lost over the last couple of years. Cost to the district will be minimal.

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

- Nothing to report.

11. Trustees Discussions, Questions, & Comments

- Trustee Neufeld asked clarifying questions about the budget overview.

12. Adjournment

- Chairman Schroeder adjourned the meeting at 10:25am.  
Approved as \_\_\_ read \_\_\_ corrected.  
Prepared by: Mysti Lingenfelter Board Clerk.

Votes: ___ Ayes
___ Nays
___ Abstain
___ Absent