



# FAIR OAKS CEMETERY DISTRICT

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

7780 Olive Street Fair Oaks, CA 95628  
Phone (916) 966-1613 Fax (916) 966-8921  
www.fairoakscemetery.com  
ESTABLISHED 1902

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

**“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, May 8, 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, Bob Clouse, DM Guillermo Barron, Secretary Mysti Lingenfelter, and Foreman Gonzalo Vega.
4. Public Comment on & Opportunity to Discuss Matter within District Jurisdiction
  - No Public Present.
5. Information Items:
  - A. District Foreman's Monthly Report
    - i. Safety Report
      - This month's safety meeting was held on preventing back injuries.
      - ii. Any unusual activities
    - Nothing to report.
  - B. DM's Monthly Reports:
    - i. Sales
      - District sales reported as \$70,117.86.
      - District total income including tax revenue and interest reported as \$74,003.86.
      - ii. Interments
      - The district's 13 burials consisted of 10 cremations and 3 caskets.
      - iii. Attendance
      - District Employee's attendance is up to date.
      - iv. Website Contacts
      - Google Analytics showed 100 visits to our website.
      - Chamber Catcher page had 20 direct views.
      - v. Major Purchases or other Extraordinary Purchases
      - Staff will bring plague ideas for Board members past & present at the next meeting.
      - Dump Truck repaired but will need to be replaced.
      - vi. Incidents
      - The fence on the property line is falling, tree through the middle. DM is speaking with the neighbor in finding a solution.
      - vii. Correspondence
      - Nothing to report.
      - viii. Upcoming events, conferences, and trainings
      - Nothing to report.

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C. Committee Reports:

i. Finance Committee

- The finance committee met prior to the board meeting. Trustee Neufeld reported total claims were \$35,581.36.

ii. Investment Committee

iii. Other Committee Reports

1. Update on Land/Tax Issues

- A meeting will be set up with David Hatch.
- A meeting will be set up with Josh Hoover and Dave Wadley.
- iv. Memorial Day Committee Report
- Memorial Day Event Planning is moving along.
- BBQ for volunteers scheduled for May 23, 2024 @ 10:00am.
- Committee to discuss continuation of event.

6. Unfinished Business - Board Discussion & Possible Action Items

A. FEMA Update

- The amount awarded is \$74,225.67 for damages, awaiting CA approval.
- Appeal for roof in in progress.

B. Audit Update - Scott German

- Audit postponed to next meeting.
- C. FOCD Policy Manual
- Changes to content discussed.
- Staff directed to make changes and bring back at next meeting.

7. New Business - Board Discussion & Possible Action Items

A. Consent Calendar

- i. Approval of Board Minutes of April 10, 2024
- ii. Approval of Claims

- Motion to accept the consent calendar, as Corrected. Moved by Trustee Clouse 2<sup>nd</sup> by Trustee Neufeld. Approved 5/0/0.

Presentation from CSDA

- Michael Myers & Dave Wadley presented information about the California Special Districts Association.
- Michael Myers gave Board members packets to look through and ask questions via Board clerk.
- Dave Wadley discussed ways to move forward with tax issues, Sacramento County, and LAFCo.

B. PreNeed Accounts with County

- Staff discussed issues with PreNeed and solutions proposed by Sacramento County
- Directions given to Staff to move forward with the solution and bring it to the next meeting.

C. Preliminary Budget

- Discussion about Preliminary budget for 2024-2025.
- Staff directed to include surplus in land budgeting.
- Preliminary Budget to be voted on at next meeting.

D. Price Sheet Adjustments

- Discussion about price sheets.
- Direction given to Staff to not increase prices across the sheets, but only in some areas.
- Motion to accept the price sheets as presented. Moved by Trustee Schroeder 2<sup>nd</sup> by Trustee Vogel. Approved 5/0/0

8. Trustees Discussions, Questions, & Comments

- Trustee Clouse complimented DM on his 3.33 GPA.

9. Adjournment

- Chairman Schroeder adjourned the meeting at 11:09am.  
Approved as \_\_\_ read \_\_\_ corrected.  
Prepared by: Mysti Lingenfelter Board Clerk.

Votes: ___Ayes
___Nays
___Abstain
___Absent