



Tulare Public Cemetery District Regular Board Meeting Minutes Thursday, August 24, 2023



A REGULAR BOARD MEETING OF THE TULARE PUBLIC CEMETERY DISTRICT WAS HELD ON THURSDAY, AUGUST 24, 2023, AT 1:00 PM IN THE CONFERENCE ROOM, LOCATED AT 900 E. KERN AVENUE, TULARE, CA.

BOARD MEMBERS PRESENT: Chairman Carlos Ramos, Vice Chairman James Pennington, Trustees Xavier Avila and Stephen Present

BOARD MEMBERS ABSENT: Secretary Alberto Aguilar

STAFF PRESENT: District Manager Clara Bernardo, Ground Supervisor David Faria and Legal Counsel Thomas Degn

1. CALL TO ORDER:

The Regular Board Meeting was called to order at 1:01 pm by Chairman Carols Ramos

2. ROLL CALL:

Carlos Ramos, James Pennington, Xavier Avila and Stephen Present

3. PLEDGE OF ALLEGIANCE:

Trustee Xavier Avila led the Pledge of Allegiance

4. MOMENT OF SILENCE IN MEMORY OF THOSE WHO HAVE PASSED

5. RECONGNITION OF VISITORS:

Four public members in attendance

6. PUBLIC COMMENTS:

No public comments

7. TRUSTEE COMMENTS:

Four trustees made comments

8. OPEN SESSION- AUDIT REPORTS, ITEMS OF INTEREST & GENERAL BUSINESS

(All items are subject for discussion and possible action by the Board.)

8.1- Ground Supervisor report:

David reported that he is going to terminate the Social Vocational Services Contract. The crew is behind schedule. The dirt pile at the North J Cemetery has been removed and the grounds will be graded.

A demo electric mower will be arriving soon.

8.2- Approve Minutes for Regular Board meeting of July 27, 2023:

Avila motioned and Pennington seconds to approve minutes of July 27, 2023. Vote (4-0) motion passes

8.3- Approval of June 2023 Financials:

Avila motioned and Pennington seconds to approve June 2023 Financials pending review by the Audit Committee. Vote (4-0) motion passes



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8.4- Endowment Care Fee:

Clara reported the Endowment Care Fee for \$7,500 Tall Stone area at the Kern Cemetery does not meet the Health and Safety code requirements. The required Endowment Care Fee is 6%, and in 2024 it will increase again to 10%. Board discussed to meet the requirements effective immediately.

8.5- Out of District Policy:

Presant motioned and Ramos seconds to have District Manager Clara Bernardo create an Out of District Policy. Vote (4-0) motion passes

8.6- Disinterment Fee:

Avila motioned and Pennington seconds, to approve, research, and prepare a policy that will allow family members that have already paid for a disinterment fee to be able to petition the board for a reduction for the disinterment fee. The reduction fee will not drop below \$2,700 and it is on a case by case bases. The policy is not set at this time. The motion is simply to make a draft and present it to the board in a week. Vote (3-0-1) Presant abstain motions passes.

Avila motioned to refund Caroline Wong \$2,300, Pennington seconds. Vote (3-1) Presant nay

8.7- Update on status of court order restitution from Jose Ortega for damage to headstones.

Legal counsel Thomas Degn gave a brief update. No action taken by the board.

8.8- Stanley Creelman- Agricultural Lease:

Board reviewed lease agreement, no action was taken

8.9- CAPC Education Seminar:

Bernardo announced an office training in Sacramento. Lydia applied for a scholarship for CAPC and got approved. Avila motioned and Pennington seconds to send Lydia and Clara to the CAPC Education Seminar in Sacramento. Vote (4-0) motion passes

8.10- Tree Removal-Kern:

Avila motioned and Pennington seconds to approve Sanchez Brothers to remove a tree on Kern. Vote (4-0) motion passes

8.11- Bank of the Sierra-CD:

Ramos discussed there has been a problem with the bank providing documentation regarding the CD. Board decided to withdraw CD at the three months maturity date. Avila motioned and Presant seconds to withdraw and place funds into another institution. Vote (4-0) motion passes

9.- FUTURE AGENDA ITEMS REQUEST:

9.1- work hours for yard crew



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10- DISTRICT MANGER'S REPORT:

Bernardo reported she has not received the financial numbers for July from the county which did not allow for an Audit Committee Meeting.

11- CLOSED SESSION:

11.1-District Manager's Review

11.2-Conference with Legal Counsel-Significant Exposure to Litigation

Significant Exposure to Litigation (Government Code § Section 54956.9(b) (Two Matters)

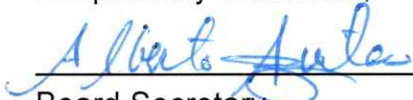
At 3:19 pm - Board moved to closed session

At 4:10 pm - Board had nothing to report

ADJOURNMENT:

Chairperson Ramos adjourned the meeting at 4:10 pm

Respectfully Submitted,



Board Secretary