

**Regular Meeting of the
BOARD OF TRUSTEES
Thursday, September 22, 2022, Consent Agenda 1
4:30 p.m.**

AGENDA

- 1. Call to Order:** 4:30 p.m.
- 2. Roll Call:** Chair: Robert Allen - Present
Vice-Chair: Una Tristan - Present
Trustee: Alan Langstraat - Present
Trustee: Alfonso Caro - Present
Trustee: Rose Robertson - Present
- Staff Present:** General Manager: Sarai Ramirez - Present
Executive Assistant: Mayra Lopez - Present
Grounds Supervisor: Alvaro Salazar - Present

Date of Next Board Meeting: **The next meeting will be Thursday, October 27, 2022.**

Public Comment: Members of the public may address the Board of Trustees on any item on the agenda. *Scott Robertson in attendance; no comments were made.*

CONSENT AGENDA:

1. Minutes of the Thursday, August 25, 2022, Regular Meeting of the Board of Trustees.
2. Disbursements: 08/01/2022 through 08/31/2022

Motion to approve the Consent Agenda as presented made by Trustee Alfonso Caro and seconded by Vice chair Una Tristan. Vote: Trustee Alan Langstraat – AYE, Trustee Alfonso Caro- AYE, Chair Robert Allen – AYE, Vice-Chair Una Tristan – AYE, Trustee Rose Robertson – AYE. Motion carried.

OLD BUSINESS: Discussion/Action:

- 1. CUP (Conditional Use Permit)** GM Sarai Ramirez to report on this. *Contact was made with landscape architect Paul Saito, who needed the phone number for Jeremy Shaw, planner at the county, for clarification on some items. Currently, we are waiting for the revised site plan from Mr. Saito.*
- 2. New Grounds Sign:** See attached final draft submitted to Fast Signs. *A total of 64 signs were ordered (32 Spanish, 32 English).*

Grounds supervisor Alvaro Salazar and General Manager Sarai Ramirez walked the grounds to determine where they will be posted for easy access to the public.

After discussion, a motion to accept the presented draft with final changes was made by Vice chair Una Tristan and seconded by Trustee Alan Langstraat. Vote: Trustee Alan Langstraat – AYE, Trustee Alfonso Caro- AYE, Chair Robert Allen – AYE, Vice-Chair Una Tristan – AYE, Trustee Rose Robertson – AYE. Motion carried.

NEW BUSINESS: Discussion/Action:

1. **Emergency Item:** *Due to the expiration of an offer, it was deemed necessary to add an item before the General Manager's report.*

Motion to add item on the agenda for the oleanders at the Floral Cemetery on Thompson Ave. was made by Trustee Rose Robertson and seconded by Trustee Alan Langstraat. Vote: Chair Robert Allen – AYE, Vice chair Una Tristan – AYE, Trustee Alfonso Caro – AYE, Trustee Rose Robertson – AYE, Trustee Alan Langstraat – AYE. Motion carried.

2. **Equipment and truck:** *There are two mowers and one truck that need to be disposed of. The district has a mower and a truck that are no longer in working condition. Because of their condition, the district will junk these two pieces of equipment. There was discussion of donating to a high school or college for students to practice on.*

After discussion, Trustee Alan Langstraat made a motion to have the General Manager Sarai Ramirez reach out to the high schools or college to take the truck and mower. The motion also includes for the General Manager, if the schools do not want them, to dispose of this equipment. The motion was seconded by Vice chair Una Tristan. Vote: Chair Robert Allen – AYE, Vice chair Una Tristan – AYE, Trustee Rose Robertson – AYE, Trustee Alan Langstraat – AYE, Trustee Alfonso Caro – AYE. Motion Carried.

3. **Pruning of all Chinese Pistachio trees:** *The trees require pruning this year at the Floral and North Cemetery. See attached quote. It has been three years that these trees were pruned. They need to be trimmed because of the weight on the branches and road visibility.*

Motion to accept the quote from Castellanos Services, Inc. was made by Trustee Rose Robertson and seconded by Trustee Alan Langstraat. Vote: Chair Robert Allen – AYE, Vice chair Una Tristan – AYE, Trustee Rose Robertson – AYE, Trustee Alan Langstraat – AYE, Trustee Alfonso Caro – AYE. Motion Carried.

- 4. Day of the Dead:** The district would like to hold the first Day of the Dead event at the Floral Cemetery. *General Manager Sarai Ramirez has been given contact information of a local individual who is willing to give the district guidance to put this event together in an honorable and respectful manner for the community*

A motion was made by Vice Chair Una Tristan to set a budget of \$500.00 for the Day of the Dead event and seconded by Trustee Alan Langstraat. Vote: Trustee Alan Langstraat – AYE, Trustee Alfonso Caro- AYE, Chair Robert Allen – AYE, Vice-Chair Una Tristan – AYE, Trustee Rose Robertson – AYE. Motion carried.

- 5. Oleanders at the Floral Cemetery:** There was a fire off Block A on the oleanders. *PG&E contacted the district in the past regarding the oleanders along Thompson Ave. They had recommended at the time to pull them out due to the gas running alongside them.*

Motion to contact PG&E for information on having the oleanders pulled out or get estimates made by Trustee Rose Robertson and seconded by Trustee Alan Langstraat. Vote: Trustee Alan Langstraat – AYE, Trustee Alfonso Caro- AYE, Chair Robert Allen – AYE, Vice-Chair Una Tristan – AYE, Trustee Rose Robertson – AYE. Motion carried.

6. Manager's report: General Manager: Sarai Ramirez

Burials as of 08/01/2022 – 08/31/2022: **28**

Pre-need Contracts: **17** Paid in full: **24**

- **Audit FY 2021-2022:** I have started gathering and sending documents to our auditors at Adair & Evans. *The auditors will be here on September 29, 2022, to go over our paperwork.*
- **Glen Martin at ME Vineyards:** Mr. Martin, the gentleman who leases our farm at Bethel and Nebraska has passed. *General Manager Sarai Ramirez drove to the vineyard and noticed work had not started. A call was made to the Raisin Bargaining Association*

(RBA) and a staff member stated Mr. Martin's son would be taking over his business. The district will get Mr. Glen Martin Jr.'s contact form the company.

- **Cal OSHA visited Floral Cemetery:** On September 2, 2022, a representative from Cal OSHA came to inspect our facility. *General Manager Sarai Ramirez was informed by the inspector that they were made aware of a concern that our grounds men were not provided adequate shade or water. The inspector interviewed Grounds Supervisor Alvaro Salazar and the General Manager. After getting a tour of the grounds and shop area, the inspector was able to see that staff has adequate shade, water and transportation; he commented to the general manager he felt everything was under control. To this date, no report has been received.*
- **Transparency Certificate:** We have received notice that all the paperwork I submitted was accepted and our certificate has been renewed for the next three years.
- **Canopy moved by a member of the public:** Coming back from Labor Day weekend, Grounds Supervisor Alvaro Salazar found the canopy at the West Cemetery had been moved. *There was a service held at this cemetery that week. The district is not aware of who moved the canopy but is certain it was a member of the public. This is not the first time; staff will work on a solution to prevent from this happening again.*

7. Closed Session: Public Employee Discipline/Dismissal/Release
Government Code section 54957

Reportable Action: *Nothing to report as no action needs to be taken.*

8. Trustees' reports:

Trustee: **Robert Allen** - *Nothing to report.*

Trustee: **Alfonso Caro** – *Concerned changing the flower pick up date on all the new outdoor signs may become time consuming.*

Trustee: **Alan Langstraat** – *Pointed out the burnt and dead oleanders on Thompson Ave. need to be cleaned up off the street.*

Trustee: **Una Tristan** – *May not be present for the next meeting.*

Trustee: **Rose Robertson** – *Nothing to report.*

9. Adjournment: 5:48 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sarai Ramirez". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Sarai Ramirez
General Manager-recording secretary

A handwritten signature in black ink, appearing to read "Robert Allen". The signature is cursive and somewhat stylized, with a long horizontal stroke at the end.

Robert Allen - Chairman of the Board

