

VISALIA PUBLIC CEMETERY DISTRICT

BOARD OF TRUSTEES' REGULAR MEETING Wednesday, January 29, 2025, at - 9:15 a.m.
Cemetery Office Board Room

MINUTES

<p>The meeting was called to order at 9:04 am by Chair Philpot. Opened with Prayer & Flag Salute by Trustee Perez</p> <p>Present: Chair, Geneva Philpot Vice-Chair, Esther Perez Trustee, Tom Link Trustee, Patrick Burks Trustee, Tom Johnson District Manager, Domingo Lopez Board Secretary, Jenn Stallions Office Supervisor, Maria Resendiz</p>	<p>CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>No member of the Public</p>	<p>PUBLIC COMMENT</p>
<p>MMSC Trustee Burks/Trustee Link: To approve the consent calendar as presented, All Ayes.</p>	<p>CONSENT CALENDAR Regular Meeting 12/18/2024, Special 12/26/2024, Burial Count, Workload Report, Monthly Overtime, Manager Report, Rental Properties</p>
<p>Moved to February 26, 2025, regular board meeting.</p>	<p>Presentation of 2023- 2024 Audit. M Green & Assoc. Mary Quillin, CPA</p>
<p>The oversight committee reported on their discussion with attorney and loan officers at the bank regarding the new office Loan options.</p> <p>Option 1: Payback Loan Option 2: Make Loan work in original manner</p>	<p>Oversight, Committee report on municipal loan</p>
<p>MMSC Trustee Burks/Trustee Perez: To approve the resolution with wire transfer letter, stipulating that the wire transfer be pursuant to the First Foundation letter with payoff balance, All Ayes.</p>	<p>Review and approve the resolution for paying the loan in full</p>

<p>MMSC Trustee Link/Trustee Perez: to approve the Event Policy as presented, All Ayes</p> <p>MMSC Trustee Perez/Trustee Burks: to approve the District and Personal Vehicles Policy, All Ayes</p> <p>MMSC Trustee Johnson/Trustee Burks: to approve the Fraud Policy as presented, All Ayes</p>	<p>Review and approve Event Policy, New District & Personal Vehicle Policy, Fraud Policy.</p>
<p>MMSC Trustee Burks/Trustee Link: To approve the Endowment care increase from \$75 to \$150 in the scattering garden per the Health and Safety Code, All Ayes.</p>	<p>Review and approve the scattering garden endowment fee increase per H&S Code</p>
<p>MMSC Trustee Link/Trustee Johnson: To approve the letter to owner of property at 1319 W Goshen Ave. with minor wording changes, All Ayes.</p>	<p>Review and approve the letter to the owner of 1319 W Goshen Ave, APN # 093-253-00</p>
<p>MMSC Trustee Johnson/Trustee Perez: To approve the managers' contract as corrected. All Ayes.</p>	<p>Review and approve the revised District Manager Contract</p>
<p>MMSC Trustee Johnson/Trustee Burks: To approve the financials as presented. All Ayes.</p>	<p>Financial and credit card statement review for December 2024</p>
<p>Chair Philpot: requested to add the salary range to the agenda for the February board meeting.</p> <p>DM Lopez:</p> <ol style="list-style-type: none"> 1) Discussed his continuing research and review of property management companies. Currently, he is looking into three possibilities for the district's future. 2) Discussion of the three units at Sady Apartments. Unit One will need to be replaced in the near future. Unit two can possibly only require silicone surface spraying. This will have a 25/30-year warranty. Unit three was replaced this year. 	<p>Other Board Matters</p>

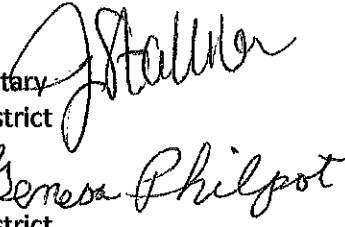
- 3) Spoke with the owner of the empty appliance center on Goshen, this property is currently in probate. The owner is aware of the interest the cemetery may have in this property for the future growth.
- 4) Confirmed all but one Board members will be attending the CAPC conference in March at Seaside, CA.
- 5) Discussion of the UAL portion of Cal-PERS. Advised the board our team will be investigating the process through webinars to understand our coverages and fees.
- 6) Advised the board of the new upgraded phone for the cemetery office. The phone system will be a great asset to the district in terms of customer service and response times.

There being no further business, the meeting was adjourned at 11:25 am 1/29/2025

Submitted by,

Jenn Stallions, Board Secretary
Visalia Public Cemetery District

Geneva Philpot, Chair
Visalia Public Cemetery District



ADJOURNMENT

****ALL MEMBERS
MUST ATTEND 60% OR
MORE OF THE
MEETING FOR
STIPEND. ****