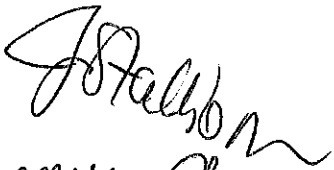



VISALIA PUBLIC CEMETERY DISTRICT

**BOARD OF TRUSTEES' REGULAR MEETING Wednesday, April 24, 2024 - 9:00 a.m.
Cemetery Office Board Room**

MINUTES

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| <p>The meeting was called to order at 9:03 am by Chair Philpot. Opened with Prayer & Flag Salute by Trustee, Perez</p> <p>Present: Chair, Geneva Philpot Vice-Chair, Tom Johnson Trustee, Tom Link Trustee, Esther Perez District Manager, Domingo Lopez Board Secretary, Jenn Stallions Office Supervisor, Maria Resendiz Architect, Walter Deissler</p> <p>Excused Absence: Trustee, George Ouzounian</p> | <p>CALL TO ORDER AND RECORD OF ATTENDANCE</p> |
| <p>No public comment</p> | <p>PUBLIC COMMENT</p> |
| <p>Chair Philpot presented a plaque to former Board Trustee Rosalinda Alexander for her years of service with the Visalia Public Cemetery District.</p> | <p>Presentation for services to former Board Trustee Rosalinda Alexander</p> |
| <p>MMSC Vice Chair Johnson/Trustee Link to approve the Consent Calendar as presented. All Ayes.</p> | <p>CONSENT CALENDAR Regular Meeting 3/27/24, Burial Count, Workload Report, Monthly Overtime, Manager Report/Strategic Plan Update, Rental Properties</p> |
| <p>DM Lopez presented the current Non-Resident policy that was last updated on May 27, 2020, for review. With our current inventory of 1624 available graves, we are requesting this policy be reviewed for revisions.</p> <p>The Board would like to make a resolution that: The Board finds that there is not sufficient in-ground burial inventory to accommodate non-residents' burials. The Board further finds that the cemetery can accommodate above-ground niche burials and scattering gardens for non-residents.</p> | <p>Review Non- Resident Policy</p> |

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| <p>Architect W. Deissler presented an Engineer's Estimate for preliminary planning on the Rinaldi Street & Onsite Road Extension. This bid was an estimate for both Asphalt and Concrete.</p> <p>Vice Chair Johnson asked if we could get copies of the Site plan and Floor plan of the new office to be posted in the Cemetery District office.</p> <p>DM Lopez spoke on the request of having our contract reviewed by our Attorney as well as our insurance company Golden State Risk Management before going to bid.</p> <p>MMSC Trustee Link/Trustee Perez to refer the plans to the attorney they have experience within the firm to review the project. All Ayes.</p> | <p>New office and Expansion Update Architect, Walter Deissler</p> |
| <p>Office Sup Resendiz spoke on the current inventory at the Visalia Cemetery District as of 3/28/2024. Currently, we have 1624 available graves in the cemetery. Those numbers consist of 185 full crypts, 921 full-body graves, 94 ground ash, 124 above niche, and 300 baby graves.</p> | <p>Quarterly Burial Inventory</p> |
| <p>DM Lopez presented the New Marker Policy that our staff along with the owner of Visalia Granite and Marble worked on together.</p> <p>MMSC Vice Chair Johnson/Trustee Perez to approve the new Marker policy as presented. All Ayes.</p> | <p>Presentation of New Marker Policy</p> |
| <p>Review of the Financials and Credit Card Statement.</p> <p>MMSC Vice Chair Johnson/Trustee Link to approve the Financials as presented. All Ayes.</p> | <p>Financials and Credit Card Statement Review for March 2024</p> |
| <p>DM Lopez addressed the following for updates and reviews:</p> <ol style="list-style-type: none"> 1) CAPC 2024 wage survey and price list 2) Heat and Illness training 3) Flower policy 4) CVRC – Central Valley Reginal Center burial usage 5) Bev-Adair recognition award. The Board agreed to present her with an award at the Memorial Day event. 6) Update on Mortuary meeting in the office on 4/18/2024 | <p>Other Board Matters</p> |
| <p>There being no further business the meeting was adjourned at 11:40 am</p> <p>4/24/2024 Submitted by,</p> <p>Jenn Stallions, Board Secretary Visalia Public Cemetery District</p> <p>Geneva Philpot, Chair Visalia Public Cemetery District</p>   | <p>ADJOURNMENT</p> <p>**ALL MEMBERS MUST ATTEND 60% OR MORE OF THE MEETING FOR STIPEND. **</p> |