

**VISALIA PUBLIC CEMETERY DISTRICT  
BOARD OF TRUSTEES' REGULAR MEETING  
Wednesday, April 26, 2023 - 9:00 a.m.  
Cemetery Office Board Room**

**MINUTES**

<p>The regular meeting of the Board of Trustees was called to order by Vice-Chair Geneva Philpot at 9:03 a.m. Who is acting Chair for the meeting. Other Trustees present were George Ouzounian and Rosalinda Alexander. Trustee Tom Link arrived at 9:23 am. Chair Tom Johnson had an excused absence; Chair Tom Johnson entered at 11:36am until 12:02pm District Manager, Domingo Lopez, Board Secretary, Jenn Stallions, and Office Supervisor, Maria Resendiz was also present. Walter Deisler Architect arrived at 9:21am.</p>	<p><b>CALL TO ORDER AND RECORD OF ATTENDANCE</b></p>
<p>There were no members of the public present.</p>	<p><b>PUBLIC COMMENT</b></p>
<p>The consent calendar was reviewed. The minutes, Manager report and Strategic Plan were reviewed and pulled to be corrected.</p> <p>Minutes: change Trustee Philpot has been reinstated to C.A.P.C as Mentor Trustee.</p> <p><b>MMSC Trustee Ouzounian/ Trustee Alexander to approve with corrections. All Ayes.</b></p>	<p><b>CONSENT CALENDAR (Minutes, Burial Count, Workload Report, Manager Report/Strategic Plan Update)</b></p>
<p>Discussion of letter from Gwen Schrank and review of the corresponding letter that the Board will send out.</p> <p>Discussed with Trustee Ouzounian to do research on homes and apartments for sale and what the rents or payments would be in our surrounding areas.</p> <p>Trustee Philpot felt the conference room in the plans for the new office was too small. Architect Deisler will address that issue on the plans.</p>	<p><b>NEW OFFICE UPDATE/GENERAL PLAN AMENDMENT UPDATE: WALTER DEISLER ARCHITECT</b></p>
<p>Discussion of creating a Sub Committee Trustee Alexander and Trustee Link to work with District Manager Lopez on how we can pull all the other committees together for just one event and Trustee Alexander be the head of that event and planning.</p> <p><b>Motion to appoint Trustee Alexander and Trustee Link as a Sub Committee for Day of the Dead. MMSC Trustee Philpot/Trustee Ouzounian to approve. All Ayes.</b></p>	<p><b>DAY OF THE DEAD</b></p>

Discussed, NO ACTION TAKEN	<b>DISCUSS BOARD TO HAVE CEMETERY EMAILS</b>
<p>May 12<sup>th</sup> at 4pm will be the rededication of the Chapel and Ribbon Cutting ceremony.</p> <p><b>Motion made to appoint Trustee Link and Trustee Alexander to organize the event and meet with DM Lopez for support. MMSC Trustee Ouzounian/Vice-Chair Philpot to approve as presented. All Ayes.</b></p>	<b>CEMETERY CHAPEL UNVEILING DATE AND EVENT UPDATE</b>
Discussed, NO ACTION TAKEN	<b>DISCUSSION OF DM ANNOUNCEMENT AND WHICH PUBLICATION TO USE</b>
<p>Discussed, and decided more information is needed from Millcreek Management. No action has been taken on this matter at this time.</p> <p><b>MMSC Trustee Link/Trustee Ouzounian to approve as presented. All Ayes.</b></p>	<b>RENTAL REPAIRS AT 806 N. RINALDI</b>
<p>Discussed and reviewed.</p> <p><b>MMSC Trustee Link/Trustee Ouzounian All ayes to approve Financials at presented.</b></p>	<b>QUARTERLY REPORT, FINANCIALS, CHECKS WRITTEN, CC STATEMENT REVIEW</b>
<p>Discussion on Budget Review, Reserve accounts and Emergency Funds. Also, to consider looking at a Convenience fee for our Credit Card.</p> <p>Advised we will have a proposed Budget at the next Board meeting at the end of May to present.</p>	<b>UPDATE OF PROPOSED BUDGET WITH OVERSITE COMMITTEE</b>
DM Lopez advised we will be moving forward with the grant applications. We will be looking at \$100,000 for electric vehicles and \$25,000 for electric mowers.	<b>UPDATE ON GRANT INFORMATION</b>
<p>Discussion of privacy fencing, consider Rough Iron fencing, and look at chain link as well.</p> <p><b>MMSC for DM Lopez to gather information on Rough Iron vs Chain Link and how many feet we are required for our setback.</b></p>	<b>DISCUSSION ON WEST SIDE FENCING</b>

<p><b>Trustee Ouzounian/Trustee Johnson approved All Ayes</b></p>	
<p>Trustee Philpot wanted to remind each Board Member of the Duty &amp; Responsibilities of being on the Board. Reminder of the Brown Act and what is a serial meeting. Make sure we are always in compliance.</p> <p>Discussion of the Code Enforcement at 918 N Rinaldi. The Board decided to take no action on this at this time and table for next month. Asked DM Lopez to obtain a copy of the Rental Agreement with Mill Creek Management. Also see if they can attend the next Board Meeting for some questions we may have. Wanted this placed on the agenda next meeting.</p> <p>MMCS for the following:  Chair Johnson to speak with Liz Wynn  Trustee Ouzounian to speak with Steve Nelsen  Trustee Link to speak with Regie Ellis</p> <p><b>Trustee Alexander/Trustee Link approved All Ayes</b></p>	<p><b>OTHER BOARD MATTERS</b></p>
<p><b>There being no further business the meeting was adjourned at 12:08 pm</b></p>	<p><b>ADJOURNMENT</b></p>
<p>4-26-23</p> <p>Submitted by,</p> <p>Jenn Stallions, Board Secretary  Visalia Public Cemetery District</p> <p>Geneva Philpot, Vice-Chair  Visalia Public Cemetery District</p> <p>Domingo Lopez, District Manager  Visalia Public Cemetery District</p>	

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