

Vacaville-Elmira Cemetery District Board of Trustees, December 10, 2024

Chairman Rushford called the meeting in order at 4:00pm.

Present: Elota Dorjahn, Ron Rushford, Wendy Wigmore, Milton Steck **Absent:** Aaron Love

Staff Present: Heather Strachan, Jose Franco, Klorisa Sanchez **Also Present:** Eric Dermott, Tony Pini, Don Allison & Lori Allison

Minutes: Wigmore moved to approve minutes for October, Dorjahn seconded.

Claims: Steck moved to approve the claims for October, Dorjahn seconded. Wigmore moved to approve the claims for November, Dorjahn seconded.

Correspondence: 1. Holiday letter from Stifel Financial: Strachan gave the letter from Sandra at Stifel and a year planner that was sent with it. 2. CA Special Districts Magazine: Strachan shared that this issue not only talks about a cemetery but the cover photo features them as well. There is a nice article about how Coachella cemetery created an instructional video for families to show them an overview of what will take place at the cemetery the day of the burial.

Old Business: 1. 31B infant section development: Strachan shared that the project is coming along nicely. We're waiting for more crypts to be delivered so we can backfill. Strachan is currently seeking bids for the concrete work.

New Business: Strachan asked to start with line item 3 from the agenda since the family is present. 3. Multiple burial requests – Pini and Kaloι families: Strachan introduced Mr. Pini. Present with him is his father-in-law and sister-in-law. Mr. Pini shared that his wife, Kim, was extremely close with her grandmother and had stated that when she passes, she would like to be buried with her. Since her grandmother and grandfather are in the same grave, the family has come to request that a third burial be allowed. Wigmore asked how the grandparents are buried, the family replied as cremations. Strachan confirmed. The purchaser of the plot is Mr. Pini's father-in-law, he stated that he was told by Otis, a previous District manager, that he could have 3 people in the plot as their intention was always for Kim to join her grandparents. Strachan stated that since we have no record of that approval, the current board will need to grant approval. Discussion. Steck motioned to approve the multiple burial request, Wigmore seconded. Strachan states the other request is from Mrs. Kaloι who lives in Oregon therefore unable to be present. Mr. Kaloι is already buried here, Mrs. Kaloι intends to join her husband. Her adult son has now passed and was cremated. She would like him with her and her husband. Strachan shared that the intention is for him to be in her casket. She is undecided if she will place him in advance and have him disinterred and reinterred with her or wait until her time and have them both placed at the same time. Steck motioned to approve, Dorjahn seconded. 1. Long term plan a policy review: Strachan states that Tyra from Solano LAFCO has requested that we send over our policies for their MSR report. Strachan asked that the board review them to see if any updating should be done. Strachan passed out the long term plan, the purchasing & contracting policy and financial reserves and fund balance policy for the board to review. Board agrees that all policies are up to date. Wigmore complimented Strachan on how much has been accomplished as listed on the long term plan and completed projects report. 2. Appropriations transfer request: Strachan states that since she was able to end the uniform service

agreement, the District has purchased clothing for the grounds crew. The uniform service fees came from one budget line item and the purchase of clothing comes from another. Since we had the uniform service when the budget was approved, the funds were not allocated in the necessary account for purchasing. Strachan asked that an appropriations transfer in the amount of \$3,000 be moved from household expenses to clothing and personal supplies. Discussion. Dorjahn motions to approve ATR for \$3,000 Wigmore seconded.

Ayes: 4 Noes: zero

Strachan also states that with the development of section 34 she had the budget funds allocated in the buildings and improvement account however she was told by the ACO's office that the majority of charges should be taken from agricultural supplies instead. Strachan asks for an appropriations transfer in the amount of \$14,000. Wigmore motions to approve, Steck seconded. 3. Multiple burial requests Pini & Kaloi families: See previous.

Ayes: 4 Noes: zero

Public Comments: None

Trustee Comments: None

Staff Comments: Strachan thanked the board for their continued support of the staff and confirmed that the employee Christmas luncheon will be Friday, December 13th.

Adjournment: Having no further business to discuss, Rushford adjourned the meeting at 5:10pm

Respectfully submitted by

Heather Strachan, District Manager – Secretary to the Board