

Vacaville-Elmira Cemetery District Board of Trustees, December 12, 2023

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

Present: Rushford, Wigmore, Steck and Dorjahn **Also Present:** Tyra Hays, LAFCO

Staff Present: Strachan, Franco, and Sanchez

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

Claims: Rushford moved to approve claims for October, Dorjahn seconded. Rushford moved to approve claims for November, Dorjahn seconded.

Correspondence: 1. Holiday letter from Stifel: Strachan shared that Sandra from Stifel sent us a nice holiday letter and calendar. 2. CA Special Districts magazine: Strachan handed the magazine to the board and asked if anyone hadn't received theirs in the mail. 3. CAPC winter newsletter: Strachan passed around the newsletter.

Old Business: 1. Speed bump at entrance: Strachan states the painting of fake speed bumps at the entrance was delayed due to our busy schedule and the weather. It will be completed by tomorrow. The crew is also repainting the existing speed bump stripes.

New Business: 1. Development of new infant section: Strachan stated we need to plan for a new infant section on the grounds since we only have a few left in the existing section. Strachan said we can place 390 graves on the left side of niche III/31C and we shouldn't need another infant section on the grounds for 50 years or more. Strachan called our vault distributor to get cost estimate and for 300 vaults it would be about \$75,000. We pre-set the crypts in the infant sections so we can lock in the price and keep the cost to a bare minimum for the families of these babies. Strachan would like to start this in spring of 2024. 2. Price increase review: Strachan shared Cordeiro Vaults recent price increase of \$40 per vault. As well as the Doric urn vault price increase. Strachan handed out the suggested price increase on Cordeiro products that we sell as well as a suggested increase of \$200 on the in-ground cremation plots. Discussion. Wigmore motioned to approve price increase, Steck seconded.

Ayes: 4 Noes: zero

3. NBS Community Facilities District annual report: Strachan shares the annual report. 4. Change bank for business banking: Strachan stated we have had problems with Bank of the West since they changed to BMO Bank. From the new fees to not being able to access online. She would like to switch to First Northern Bank instead. Wigmore mentioned she does like First Northern Bank and their customer service is great. Wigmore motioned to approve the bank move, Rushford seconded.

Ayes: 4 Noes: zero

5. Multiple burial request-Patton: Strachan Catherine that works at the Opera House mother has passed. The family is considering options for her final resting place. One would be for her to join her parents here. Strachan states they aren't sure what they want to do yet, but would like to have this option available. Steck moved to approve, Dorjahn seconded.

Ayes:4 Noes: zero

6. Installment contract cancellation-Williams: Strachan states that Sanchez has made multiple attempts via letters and phone calls to have Ms. Williams bring her account current. The last response we had from her was in August 1st when she stated she would be in to pay that week. Two additional letters have been sent since then and she has still not attempted to bring her account up to date. Wigmore mentioned maybe giving her a 30 day notice to come in and pay before we cancel. Sanchez asked if it would be okay to do a 30 day notice with stipulation that if she defaults after getting caught up and doesn't make her monthly payments, we can cancel her contract without notice at this point. Steck motioned to approve, Wigmore seconded.

Ayes: 4 Noes: zero

Public Comments: Guest Tyra said she was glad she came to put a face with the names and stated she was glad she was at this particular meeting to hear some financial information. She stated that one of her duties is to make sure that districts keep their costs down but also remain solvent.

Trustee Comments: Wigmore asks Franco if the guys are doing well and are happy, Franco replied they are very happy.

Staff Comments: Strachan said we had 20 burials in October, 10 were cremations and 20 in November with 8 being cremation.

Adjournment: Having no further business to discuss, Rushford moved adjourn at 4:46pm

Respectfully submitted by Klorisa Sanchez Secretary to the board