

Vacaville-Elmira Cemetery District Board of Trustees, February 10, 2026

Chairman Rushford called the meeting in order at 4:02pm.

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

Staff Present: Heather Strachan **Also Present:** Jerry Olive

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

Claims: Wigmore moved to approve the claims for December, Steck seconded. Wigmore moved to approve the claims for January, Steck seconded.

Correspondence: 1. CA Special District Magazine: Strachan gave the magazine. 2. Momento Mori magazine: Strachan states this magazine is all about funerals, cemeteries and all things dealing with after life care.

Old Business: 1: Roof repair: Strachan shares that after several delays due to weather, the roof repair was able to be completed two weeks ago. The contractor scraped off the old, cracked sealant and resealed the entire roof. The painter is coming tomorrow, February 11th, to repair the cracked sheetrock from the roof leak and paint the entire ceiling.

New Business: 1. Price increase review – burial vaults: Strachan shares that the cost of our concrete crypts has now increased to \$475. We currently charge \$650 plus a \$200 handling fee, sales tax is \$52.81 for a total of \$902.81. Strachan states the Silveyville Cemetery charges \$800 plus tax and Solano Cemetery charges \$504. Plus tax. Strachan asks the board to consider an increase of \$25 per single crypt (\$50 for a double) and an increase of \$15 per urn vault. The District hasn't raised the price on urn vaults since 2022, casket vault prices were raised in 2024. After a brief discussion, Wigmore motions to approve the price increase of \$25 per single casket crypt (\$50 for a double) and \$15 per urn vault. Dorjahn seconds.

Ayes: 4 Noes: Zero

2. Conflict of interest form 700: Strachan passed out the required forms stating she will turn them in for the board. She thanked Wigmore for completing her form online. 3. Appropriations transfer: Strachan states that due to a few unplanned expenses, the District needs to move funds in the amount of \$9500 from the general fund to the following accounts. \$2000 to account 2028 - Telephone due to change in cost of updated ADA website as well as the internet costs from switching to Starlink. \$3000 to account 2140 - Maintenance Building and Improvements due to several incidences of vandalism. The cemetery has dealt with graffiti on the gazebo and had niche shutters broken and graffitied. None of this was caught on camera as the culprit also broke off the nanobeam antenna that communicates with the camera system, so that also must be replaced as well. \$3000 to account 2200 Office Expense. This is due to Strachan's computer being replaced. It was fried after multiple power outages. Strachan has since had battery backups installed on both desktops so future outages won't affect them. Toner cartridges have also skyrocketed. It is approximately \$1000 for the complete set of cartridges for one printer and they are replaced every 4 to 6 months. Lastly \$1500 to account 2255 – Credit Card Processing Fees. When Strachan presented the annual budget she made an educated guess at our processing fees based on prior years charges. It seems that client families are opting to use cards more often which has increased our total cost.

Public Comments: Jerry Olive asked about the minutes from December's meeting where it states the board defers to Strachan to choose the plumber, he asked who we used. Strachan stated that Advanced Plumbing was selected. All the bids were within the same range and Advanced has done work at the cemetery before. He also stated that he found an interesting article online about bronze theft at cemeteries and asked if we have had that issue. Strachan states that when she worked at a funeral home, she would tell families that wanted a bronze vase to have a reinforced chain installed to attach it to the marker or consider other options due to the possibility of theft but to her knowledge, there haven't been thefts of that kind at the Vacaville District.

Trustee Comments: Steck asked why there was a shortfall in the account to pay for a new desktop computer. Strachan stated that since her computer was fairly new, it wasn't something she had considered. Unfortunately, multiple power outages fried the board. The cost was just under \$1000 for the computer and another several hundred for the IT person to retrieve and install all the old programs and files.

Staff Comments: Strachan shared that the District had 17 burials in December, 8 were cremations and 16 in January, 7 were cremations. For 2025 we had a total of 186 burials with 84 being cremations.

Adjournment: Having no further business to discuss, Rushford adjourned the meeting at 4:27pm

Respectfully submitted by Heather Strachan, District Manager – Secretary to the Board