

## Vacaville-Elmira Cemetery District Board of Trustees, April 18, 2023

Chairman Rushford called the meeting to order at 4:01pm.

**Present:** Rushford, Wigmore, Steck, Dorjahn **Also Present:** Rich Seithel – Solano LAFCO

**Staff Present:** Strachan, Franco and Sanchez.

**Minutes:** Steck moved to approve minutes for February, Wigmore seconded.

**Claims:** Wigmore moved to approve claims for February, Steck seconded. Wigmore moved to approve claims for March, Dorjahn seconded.

Strachan states that out of respect for Rich's time we will begin the meeting with line one of new business.

**New Business:** 1. Rich Seithel- Solano LAFCO: Rich shared that the Solano oversight board has a vacancy, and they are looking for two nominations. One for the active member and one alternate. He said the board meets about 3 times a year for 1 hour and has 11 special districts represented. Discussion. Rich asked that our chairman gather the two votes from our district and email them to him as soon as possible. The Solano County Registrar of Voters will count the votes for verification and the results will be announced in May.

**Correspondence:** 1. CA Association of Public Cemeteries newsletter: Strachan mentioned the newsletter was about their annual conference in Madera. The newsletter has photos and stories about the cemetery manager of the year, board member of the year, etc. 2. CA Special Districts magazine: Strachan stated this magazine is for all special districts like mosquito abatement, Solano irrigation, and water districts. It rarely has anything relating to cemeteries 3. Public Cemetery Alliance spring update: Strachan states there is nothing notable currently.

**Old Business:** 1. SDRMA Spring education days: Strachan stated her, and Sanchez were able to go this together for the morning sessions. They had great guest speakers. She also reminded the board that we get CIP, credit incentive points (monetary discount) for our property liability and workman's compensation by attending. 2. 700 forms – submitted: Strachan shared that all board members forms were submitted on time. 3. Gatekeeper position: Strachan stated that our new gate keeper is Ricardo Calbert but goes by Rico. She said that so far there have been zero issues and it seems to be a good fit.

**New Business:** 1. Rich Seithel – Solano LAFCO: See previous. 2. Installment contract cancelation: Strachan stated Sanchez has contacted Jeannette Munoz via phone and has sent letters about her being behind. Ms. Munoz started her contract in September 2022 where she paid her minimum down payment of \$50. She has not made any payments since. Since she has defaulted Strachan asks that she be allowed to cancel the contract and keep the \$50 per our cancellation clause. Wigmore motions to cancel Munoz contract, Rushford seconded.

**Ayes: 4 Noes: 0**

3. Investing additional funds – Stifel: Strachan mentioned that at the last meeting a board member asked about investing additional funds Stifel. Strachan suggested if we do, we should stick with a

conservative amount and only invest an additional 500K. Discussion. Steck asked what our portfolio value is now. Strachan reference the most recent investment report that shows it is 2.6 million. 1.6 is endowment funds that we cannot touch. Dorjahn suggested consulting a financial advisor before moving forward. After a lengthy discussion it is decided to table the matter until May when we can have Sandra from Stifel present. 4. Cell tower lease proposition: Strachan stated that T-Mobile would like to lease the property between our water tower and dirt shed for a cellular tower. The lease would be in 5 year increments with 9 automatic renewals. At the end of each term, the district can request termination of the lease. T-Mobile's initial offer is to pay the district \$18,000 per year. They would also pay for all fees associated with installation and any PG&E expenses. Discussion about health effects and radio interference. Strachan has been tasked with talking to the landowners where 2 known towers are and asking Shafeeq from T-Mobile to join us for a meeting in May. Tabled for now. 5. Rotary International membership: Strachan stated that she has been an active member of Rotary International since 2009. And would like to continue to represent the District however it's becoming cost prohibitive. She asked that the district cover the costs for dues and the required meals while she would cover any other fees. Dorjahn agreed and thinks it's wonderful that Strachan is involved in the community. Sanchez mentioned people call the office for Strachan and ask for her because they know her from Rotary. After some discussion it is decided that the district will pay the Rotary International annual dues as well as the required weekly meal purchase.

**Public Comments:** None

**Trustee Comments:** Wigmore asked if the staff is happy. Franco said yes, he and the crew are. Sanchez stated she is very happy and loves her job. She looks forward to coming to work.

**Staff & Management Comments:** Strachan shared that she, Sanchez, Franco and Strachan's daughter-in-law all participated in the Solano SPCA dog-walk-a-thon to raise money for the SPCA. It was a great team building event as well as being for a good cause. We had a great time. Strachan asked about dates for the meeting in May. It is agreed that the 2<sup>nd</sup> or 16<sup>th</sup> would be best.

Having no further business to discuss Rushford moved to adjourn at 5:515pm.

Respectfully submitted by Klorisa Sanchez Secretary to the board.