

Minutes

Roseville Public Cemetery District
Board of Trustees
Regular Meeting
Thursday, August 10, 2023
5:00 p.m.
District Office

The regular meeting of the Roseville Public Cemetery District Board of Trustees was held at the District Office, located at 421 Berry Street, Roseville, California, 95678.

A. **CALL TO ORDER:**

Chairman Howe called the meeting to order at 5:00 p.m.

B. **ROLL CALL:**

Members present: Fratis, Howe, Alameida, Martinez and Parola.
Also present: District Manager Forrey, and Office Manager Riley
Guest: Susan Sparks

C. **PUBLIC COMMENTS:**

No Public Comments

D. **APPROVAL OF MINUTES:**

Approved minutes of July 13, 2023

E. **CONSENT AGENDA:**

A motion was made by Alameida and seconded by Parola to approve the July Consent Agenda. The motion passed 5-0.

F. **CORRESPONDENCE**

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

OLD BUSINESS:

1. Family Section:

The family section is almost complete. Waiting on the pavers to be installed and for cremation product to arrive.

2. CAPC Annual Education Seminar:

Trustees Parola and Martinez will attend the CAPC Annual Education Seminar October 6 – October 7, 2023 in Sacramento.

3. Fee Schedule:

A motion was made by Alameida and seconded by Fratis to approve the changes to the current fee schedule.

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

OLD BUSINESS CONTINUED:

4. Private Estate Policy:

A motion was made by Alameida and seconded by Fratis to approve the Private Estate Policy. The motion passed 5-0.

5. Scattering Policy and Agreement:

A motion was made by Alameida and seconded by Martinez to approve the Scattering Policy and Agreement. The motion passed 5-0.

6. Treemation Policy:

A motion was made by Parola and seconded by Alameida to approve the changes to the current Treemation Policy. The motion passed 5-0.

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

NEW BUSINESS:

7. Cenotaph Wall:

A motion was made by Alameida and seconded by Parola to accept the bid from Ruhkala Monument Company for \$7,483.56. An RFP was sent out to the local monument companies and only one bid was received. The motion passed 5-0.

8. Pavilion Concrete:

A motion was made by Alameida and Seconded by Martinez to accept the bid from Do-Right Concrete Inc. for \$5,600.00. The motion passed 5-0.

9. Pavilion Painting:

A motion was made by Alameida and seconded by Fratis to accept the bid from Dynamic Painting for \$1,950.00. The motion passed 5-0.

H. **INFORMATION ITEMS:**

10. District Manager's Report:

a. Safety Meeting: July's Safety Meeting was on heat awareness

b. Dry Scape Rebate: We have applied for a rebate from the City of Roseville for the new Family Section for \$9,600.

I. **RECESS TO CLOSED SESSION**

J. **CLOSED SESSION:**

11. PERSONNEL: Pursuant to Gov. Code §54957:

The Board will meet in Closed Session to consider the appointment, employment, evaluation of performance, discipline, resignation, retirement, dismissal, and/or complaint of a public employee(s).

K. **RECONVENE TO OPEN SESSION**

- L. **REPORT ANY ACTION TAKEN IN CLOSED SESSION:**
No Action Taken.

- M. **BOARD MEMBER'S COMMENTS:**
No comments were made.

- N. **CHAIRPERSON'S COMMENTS:**
No comments were made.

- O. **ADJOURNMENT:**
The meeting was adjourned at 5:37 p.m. The next regular meeting will be held on September 14, 2023.

Secretary, Board of Trustees
Roseville Public Cemetery District