

## Elk Grove – Cosumnes Cemetery District

Office address: 8540 Elk Grove Blvd., Elk Grove, CA 95624

Mailing address: P.O. Box 1533, Elk Grove, CA 95759-1533

Office phone: (916) 686-5170 Fax: (916) 686-6030

The Board of Trustees of the Elk Grove – Cosumnes Cemetery District held their regular Board meeting on Thursday, November 9, 2017 at 3:00 p.m. at the District office.

Present were: Chairman David Lema, Trustees: Dennis Buscher, Nan Mahon, Steve Weaver, Phillip Stark.  
Staff: District Manager Jonathan Lambdin, Secretary Debbie Gale, and Office Assistant Alix Cote.  
Visitor: Stan Carrothers, District Auditor, and Chris Mateo, Field Representative from Jim Cooper Office.

**Public Comment:** Refer to Land Acquisition/Transaction for CalTrans property, San Joaquin section of minutes for comments.

**Consent Calendar:** Trustee Steve Weaver made a motion to approve the receipts, claims, payroll for September 14<sup>th</sup>, 2017 meeting minutes. Seconded by Trustee Dennis Buscher. The vote of approval was unanimous.

### **Discussion and/or Possible Action Items:**

#### Financial –

- 1) Current Financial Activity Reports – District Manager Jonathan Lambdin has a request from the County to get correct assets numbers. District Manager Lambdin is seeking help from District Auditor Stan Carrothers to get correct numbers. No motion was made.
- 2) Assessment of District's continued participation in the County Retirement system – No update information regarding this topic. No motion was made.

#### Projects-

- 1) Improvement project at Franklin Cemetery – District Manager Jonathan Lambdin got back the survey drawings from Claybar which are showing the correct property lines. The current property lines are very close to the correct lines. Trustee Dennis Buscher would like to have the fencing completed now that we have correct property lines. No motion was made.
- 2) Tree trimming project at the Elk Grove/ other cemeteries – District Manager Jonathan Lambdin is in contact with West Coast Arborist and waiting for bids. District Manager Lambdin also got a bid back from Bowl Landscaping for mowing all six cemeteries, still waiting for bids from two other companies. No motion was made.
- 3) Website project – District Manager Jonathan Lambdin started the discussion of logos. Several Board members wanted to see something similar to original number nine, seal with a landscape, orange poppy flowers, and “History Rests Here”. Motion was made by first Trustee Steve Weaver, seconded by Phillip Stark to have an electronic vote via email. The vote of approval was unanimous.
- 4) Friends of the District docent/volunteer project – District Manager Jonathan Lambdin informed the board about Friends of the Cemetery meeting on November 7<sup>th</sup>, 2017. District Manager Lambdin reported on gaining one new member to the Friends of the Cemetery Mr. Zimelman. The Friends of the Cemetery Leader John Lambdin will be in contact with several people to start proper By Laws. No motion was made.
- 5) Mutual aid pact development project – District Manager Jonathan Lambdin has no updated information. No motion was made.

#### Staffing –

- 1) Status of grounds keeping staffing – District Manager Jonathan Lambdin reported that Nate Broglio is gaining his strength back. District Manager Lambdin has no updated information regarding Jack Columbo, has tried reaching him twice. District Manager Lambdin is working with insurance directly. Trustee Steve Weaver, Trustee Phillip Stark, and Chairman David Lema agree that District Manager should be in contact with our personal Lawyer for guidance on how to handle being in contact with Jack and getting job status reports. No motion was made.
- 2) Pending disability activities – Pending Disability was talked about during Status of grounds keeping staffing. No motion was made.

#### Equipment –

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- 1) New equipment status – District Manager Jonathan Lambdin would like to consider purchasing ground radar equipment. Purchasing this tool will help open several parts of each cemetery and quickly pay itself off by due to finding open graves. No motion was made.
- 2) Planned acquisitions – No updated information regarding this topic. No motion was made.

### Special Activities –

- 1) 2017 Holiday event – District Manager Jonathan has postponed 2017 holiday event until next year. No motion was made.

### Land Acquisitions/Transactions –

- 1) Cal Trans property – San Joaquin Cemetery – Mr. Chris Mateo Field Representative from Jim Cooper's Office attended this portion of our meeting. Chairman David Lema explained our direct history with this cemetery along with specifics on the portion of the land that would benefit our direct wants and needs for purchasing. See San Joaquin Cemetery CalTrans Property Acquisition notes. Mateo did agree that this specific piece of land could be of great use for San Joaquin Cemetery. Mateo is taking back our given information and direct wants and need to Mr. Mikey Hothi at the Jim Cooper's Office. No motion was made.
- 2) Retiring note for Pleasant Grove Property – No updated information regarding this topic. No motion was made.
- 3) Acquiring land within the planned development of County (northwest quadrant of the District) – No updated information regarding this topic. No motion was made.

### Report from District Manager/ Board Members about other Meetings –

- 1) LAFCO Commission – No updated information regarding this topic. No motion was made.
- 2) Cemetery Commission – Chairman David Lema term is up on December 31<sup>st</sup>, 2017. Chairman Lema opened it up for discussion on who would like to attend those meetings. District Manager Jonathan Lambdin offered to attend those meeting and filled that position. Meetings are second Thursday of the month, 9:30AM, located at the Sacramento Coroner's office. No motion was made.

### New Business –

- 1) CAPC meeting in Sacramento – Trustee Phillip Stark reported on October's CAPC meeting. Trustee Stark would like to see flagpole in the cemetery, would like the Board members to come up with a strategic plan to focus on what is important, would like District Manager Jonathan Lambdin to create new policies regarding our rules of order for public relations, lights, locked gates, cash and checks, along with drug use. Trustee Stark explained that the citizens of the Elk Grove District own everything, and these policies are for public's benefit. No motion was made.
- 2) Headstone Policy Statement – Chairman David Lema wants District Manager Jonathan Lambdin to create a Headstone Policy that is three to four sentences long explaining when and if we fix or remove headstones.

Extra comments – Chairman David Lema would like to invite the district lawyer to come and answer questions. Each Board member is to come with two or three question that could be asked at that meeting.

This meeting adjourned at 5:22 p.m.

**Next regular Board Meeting will be held on Thursday, December 14<sup>th</sup>, 2017 at 3 p.m. at the District office.**

Respectfully submitted by,

Alix Cote

Board Clerk for the Elk Grove – Cosumnes Cemetery District

Date Minutes approved:

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