

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, January 11th, 2018 at 3:00 p.m. at the District office.

Present were: Chairman Phillip Stark, Trustees: David Lema, Dennis Buscher, Nan Mahon, Steve Weaver.
Staff: District Manager Jonathan Lambdin, Secretary Debbie Gale, and Office Assistant Alix Cote.
Visitors: Bruce Thompson and Kathy Hanford

Public Comment:

Bruce Thompson attended the monthly board meeting seeking approval for a bench to be placed between his daughter LaToya Thompson in Pin 642 Plot C and sister in law Lily Cogshell Pin 642 Plot B. Mr. Thompson needs assistance while walking and uses a walker. It is difficult for Mr. Thompson to get a folding lawn chair from the car and to the plot due to his walker. It is beneficial for Mr. Thompson to have a bench placed so he can visit with his loved ones. District Manager Jonathan Lambdin will look at the area and next meeting will come back with an answer on if the location will be acceptable.

Kathy Hanford also attended the monthly board meeting seeking approval for her Mother's grave ledger. The Board is concerned about who is responsible for any cracking and for future maintenance. The wording will also have to be approved by the Board of Trustees before being created and placed. The Board of Trustees approved this grave blanket under the condition that the family signs a letter stating they are responsible for future cracking and/or damage and the text on the ledger will be approved by Board of Trustees or District Manager prior to being placed. A motion was made to approve the Hanford grave ledger by first by David Lema and seconded by Dennis Buscher.

Consent Calendar:

- A) – Trustee Steve Weaver made a motion to approve the December 14th, 2017 meeting minutes. Seconded by Trustee David Lema. The vote of approval was unanimous.
- B) – Trustee Steve Weaver made a motion to approve claims, receipts, and payroll for December 14th, 2017 Board meeting. Seconded by Trustee David Lema. The vote of approval was unanimous.

Discussion and/or Possible Action Items:

Financial –

- 1) Current Financial Activity Reports – Chairman Phillip Stark reported the Wells Fargo balance is normal and good. No motion was made.
- 2) Assessment of District's continued participation in the County Retirement system – Trustee Dennis Buscher is concerned about the status. District Manager Jonathan Lambdin has been in contact with Amy from the County Benefits Department on figuring out specific numbers for liabilities. No motion was made.

Projects-

- 1) Improvement project at Franklin Cemetery – District Manager Jonathan Lambdin is inquiring several landscape architects, has had no luck with anyone returning his calls. No motion was made.
- 2) Tree trimming project at the Elk Grove/other cemeteries – District Manager Jonathan Lambdin reported that West Coast Arborist has started doing weight reduction on the trees along with some removals of dead trees. No motion was made.
- 3) Website project – District Manager Jonathan Lambdin needs to get with Chairman Phillip Stark to take pictures of cemeteries for the new website. District Manager Lambdin believes that the website will be done by the next meeting. Trustee David Lema wants District manager Lambdin to consider looking into a .gov or .org network. No motion was made.
- 4) Friends of the District docent/volunteer project – District Manager Jonathan Lambdin reported that Friends of the District will meet again in April with created set of By Laws. No motion was made.
- 5) Mutual aid pact development project – District Manager Jonathan Lambdin has made a connection with the Dixon Cemetery. No motion was made.

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- 6) Lights on Tree – District Manager Jonathan Lambdin will start getting electricity to the pine tree when the tree trimming project at Elk Grove Cemetery is completed. No motion was made.
- 7) Flagpole – District Manager Jonathan Lambdin installed the flagpole. Chairman Phillip Stark would like an industrial flagpole that looks sturdier. Chairman Phillip Stark wants District Manager Lambdin to ask the school district who they contract with for the flagpoles that they have already purchased. No motion was made.
- 8) Hanford Approval Letter – This portion of the meeting was discussed during the public comment with Kathy Hanford. Motion was made during the public comment section of the meeting.
- 9) Headstone Policy Statement – Trustee David Lema is interested in giving Bruce Thompson the opportunity to purchase a bench, Trustee Lema wants District Manager Jonathan Lambdin to see if there is a close opening near LaToya Thompson at Pin 642 Plot C for a bench to be placed. District Manager will get back to the board next meeting. Bench policy needs to be updated stating that any flat section of plot is not approved for a bench. Bench policy will be updated by Board Clerk Alix Cote. Headstone policy also needs updating stating that any concrete blanket, capstone, or headstone that doesn't follow the Health and Safety Code of the District will be fixed by the Cemetery District. Any concrete blanket, capstone, or headstone that is not under the Health and Safety Code aesthetics will be fixed by the family. No motion was made.

Staffing –

- 1) Status of grounds keeping staffing – District Manager Jonathan Lambdin reported that he is fully staffed. Chairman Phillip Stark is worried about staff working alone one a two-man job. Chairman Stark would like a safety policy created. No motion was made.
- 2) Pending disability activities – No updated information. No motion was made.

Equipment –

- 1) New equipment status – District Manager Jonathan Lambdin is in the process of getting quotes from companies that sell ground penetrating radar. District Manager Lambdin currently has two quotes, one from US Radar at \$14,660.00 and the second is GSSI at \$17,580. Both systems offer different packages and training. District Manager Lambdin is still getting a third bid before deciding. No motion was made.
- 2) Planned acquisitions – Several board members would like the District to purchase a safe. No motion was made.

Special Activities –

- 1) 2018 Holiday event – Trustee Nan Mahon's theme of World War II has been decided. Trustee Mahon found a singing group known as Sister Swing, Trustee Mahon will find out what the cost is to have them perform. Trustee David Lema has connections to have the California Highway Patrol Color Guard, Trustee Lema will get in contact with CHP Color Guard leader. District Manager Jonathan Lambdin will get in contact with the military museum. No motion was made.

Land Acquisitions/Transactions –

- 1) Cal Trans property – San Joaquin Cemetery – Trustee Steve Weaver is going to follow up with the City of Elk Grove and report back. No motion was made.
- 2) Acquiring land within the planned development of County (northwest quadrant of the District) – No updated information. No motion was made.

Pending Meetings – Working session is scheduled for Tuesday, January 30th, 2018 at 9 A.M. This working tour will be a van ride to every cemetery to plan future improvements.

Report from District Manager / Board Members about other Meetings –

- 1) LAFCO Commission – Chairman Phillip Stark isn't sure when the next meeting is. No motion was made.
- 2) Cemetery Commission – District Manger Jonathan Lambdin has applied to be on the cemetery commission and is scheduled to start next meeting. No motion was made.

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New Business – Chairman Phillip Stark wants a smoking policy created and signage posted showing that there is no smoking in any district building. A no smoking sign is to be posted in the District Office, District Shop, and District Warehouse. Chairman Stark thinks we should adopt Option 2 from the Options he has provided for us. Voting will take place next meeting to approve the Smoking Policy created by Board Clerk Alix Cote. No motion was made.

Executive Session – Closed

Started: 6:01

Time ended: 6:19

No report given.

This meeting adjourned at 6:20 p.m.

Next regular Board Meeting will be held on Thursday, February 8th, 2018 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: