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The Board of Trustees of the Elk Grove – Cosumnes Cemetery District held their regular Board meeting by phone and in person on Thursday, May 14<sup>th</sup> 2020 at 2:10 p. m.

Present were: Chairman: Steve Weaver, Trustees: Chheavy Lema (part on phone) and Dennis Buscher.

Staff: District Manager Jonathan Lambdin, Assistant Julia Smith, Secretary Debbie Gale and

Groundkeeper, Nate Broglio. Visitor: Jessica Green, potential Trustee.

**Public Comment:** None.

**Consent Calendar:** Trustee Dennis Buscher made a motion to approve April 9th minutes and the financial reports for April. Seconded by Trustee Chheavy Lema. The vote of approval was unanimous.

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

Projects-

- 1) Project Planning Binders –
  - a. Franklin Cemetery – Trustee Buscher asked about the weeds growing on the outside of the Franklin Cemetery. Manager Lambdin informed the Board that the groundkeepers have already cut them down the day before this meeting. Manager Lambdin reported contacting a company that will kill the weeds, grade and hydroseed the newer sections of the Franklin Cemetery. He is waiting for some final numbers from the company.
  - b. Elk Grove Cemetery – Trees were trimmed and some sunken graves have been fixed. Manager Lambdin stated that the Elk Grove Cemetery will be prepared for Memorial Day even though the program has been canceled.
  - c. Hilltop Cemetery - The sprinkler system is being double checked.
  - d. Pleasant Grove Cemetery - The smaller building almost has all of the Strauss decoration removed from it.
  - e. San Joaquin Cemetery – nothing at this time.
  - f. Elder Creek Cemetery – There has been some tree limbs down at the Elder Creek Cemetery of which the groundskeepers have removed.
  - g. Kent Street warehouse – Changes have been made to the tool storage and several new racks have been installed.

Staffing –

- 1) Status of groundskeeping staffing – Manager Lambdin reported still looking for an additional groundkeeper so he can have two crews.

Equipment –

- 1) New equipment status – Manager Lambdin reported purchasing a new bush trimmer for the groundmen.
- 2) Planned acquisitions – The Board received a packet for their review before this meeting regarding the leasing options for the District. Manager Lambdin and the Board continued their discussion concerning the leasing of vehicles. The Board asked Manager Lambdin to do more research between leasing and purchasing. No action was taken at this time.

Pending Meetings – Nothing at this time.

Report from District Manager / Board Members about other Meetings – Nothing at this time.

New Business –

- 1) Preliminary budget for 2020 - 2021 – Manager Lambdin gave each of the Trustees the preliminary budget packet for 2020 - 2021. The Board was asked to review and contact him if they have any questions. The preliminary budget will be voted on next month.
  
- 2) Audit for 2018 – 2019 - By phone, Auditor David Farnsworth went over the Audit for 2018- 2019 with the Board. Mr. Farnsworth recommended that the District look into the discrepancy of \$ 92,000.00 in the Health Benefit account. He recommended hiring an outside accountant to review the County reports and District records. A motion was made by Trustee Dennis Buscher to approve the final audit for fiscal year 2018 – 2019. Seconded by Trustee Chheavy Lema. The vote of approval was unanimous. A copy of this audit will be attached to the approved minutes.

This meeting adjourned at 4:20 p.m.

**\*\*Next regular Board Meeting will be held on Thursday, June 11<sup>th</sup> 2020 at 2 p.m. at the District office.**

Respectfully submitted by,

Debra L. Gale  
District Secretary for the Elk Grove – Cosumnes Cemetery District

Date Minutes approved: June 11<sup>th</sup> 2020