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The Board of Trustees of the Elk Grove – Cosumnes Cemetery District held their regular Board meeting on Thursday, August 13th 2020 at 1:58 p.m.

Present were: Chairman: Steve Weaver, Trustees: Dennis Buscher, Peggy Forseth-Andrews and Jessica Green.

Absent: Chheavy Lema.

Staff: District Manager Jonathan Lambdin, Assistant Julia Smith, Secretary Debbie Gale and Groundkeeper Jack Colombo.

Visitors: None.

**Public Comment:** None.

**Consent Calendar:** Trustee Dennis Buscher made a motion to approve July 9th minutes and the financial reports for July. Seconded by Trustee Peggy Forseth-Andrews. The vote of approval was unanimous.

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

Projects-

- 1) Project Planning Binders –
  - a. Franklin Cemetery – Manager Lambdin reported still waiting for a list of items needed for digging a dry well from Jimmy Pinocchio. Trustee Dennis Buscher commented that the grass is coming back to life and the new benches look nice at the Franklin Cemetery.
  - b. Elk Grove Cemetery – The backflow has been leaking and was repaired this week.
  - c. Hilltop Cemetery – Nothing new currently.
  - d. Pleasant Grove Cemetery – Construction will be starting Monday at the Pleasant Grove Elementary School.
  - e. San Joaquin Cemetery – Nothing new currently.
  - f. Elder Creek Cemetery – Nothing new currently.
  - g. Kent Street warehouse – Nothing new currently.
  - h. New signs for gates – Manager Lambdin showed the Board his idea for new signs of the Rules and Regulation for Decorations. He would like to place two new larger signs at each cemetery on posts. Some suggestions were given to change the wording and place a greeting at the top. The Trustees will continue to review the signage sheet at home and report back any changes to Manager Jonathan Lambdin.

Staffing –

- 1) Status of Groundskeeping staffing – Nothing new currently.

Equipment –

- 1) New equipment status – Manager Lambdin reported that the new Kioti tractor which is under warranty is down and in the shop for repairs.
- 2) Planned acquisitions – Manager Lambdin asked to table the Enterprise Fleet contract again. He is still unable to get a hold of anyone.

Pending Meetings – Nothing currently.

Report from District Manager / Board Members about other Meetings – Chairman Weaver asked Manager Lambdin and Trustee Buscher about the benefits issue. Manager Lambdin ask for the schedule sheet that Trustee Buscher has made to help prove where the problem lies with the County of Sacramento.

New Business –

- 1) Covid 19 Virus policy - Manager Lambdin talked to Attorney Bob Hunt about how the District can have better control and safety at the services the District performs. A draft of a mandatory guidelines was created for the Trustees to approve. The Trustees will continue to review this draft at home and report back any changes to Manager Lambdin. This was tabled until the next regular Board meeting.
- 2) Tour of Cemetery properties - Manager Lambdin and the Trustees discussed what day would be available for all the Trustees for tour all the cemeteries in the District. A tentative date was set for Thursday, August 27<sup>th</sup> – 8:30 am to 12:30 pm starting at the Elder Creek Cemetery in Sacramento. Each Trustee will drive their own car. Manager Lambdin will check with Trustee Lema to see if she is available on this date.
- 3) Final Budget and Roll over of the Endowment fund for 2020-2021 - The Trustee reviewed the Final Budget for 2020-2021 with Manager Lambdin. No changes were needed. A motion was made by Trustee Buscher to approve the Final Budget for the Fiscal year 2020-2021 and approve rolling over the interest in the 204A fund for the fiscal year 2019-2020. It was seconded by Trustee Jessica Green. The vote of approval was unanimous.

This meeting adjourned at 3:41 p.m.

**\*\*Tour of the Cemetery will tentatively be on Thursday, August 27<sup>th</sup> starting at the Elder Creek Cemetery then the regular Board Meeting will be held on Thursday, September 10<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: September 10, 2020