

**Regular Meeting of the
BOARD OF TRUSTEES
Thursday, May 26, 2022
4:30 p.m.**

Consent Agenda

AGENDA

1. Call to Order: 4:37

- 2. Roll Call:** Chair: Robert Allen - Present
Vice-Chair: Una Tristan - Present
Trustee: Alan Langstraat - Absent
Trustee: Alfonso Caro - Present
Trustee: Rose Robertson - Present

Staff Present: General Manager: Sarai Ramirez - Present
Executive Assistant: Mayra Lopez - Absent

Date of Next Board Meeting: The next meeting will be Thursday, June 23, 2022.

Public Comment: Members of the general public may address the Board of Trustees on any item on the agenda.

CONSENT AGENDA:

All items on the consent agenda are to be routine and non-controversial. However, if discussion is required, the item will be removed from the consent agenda and will be discussed after the consent agenda is approved.

1. Minutes: of the Thursday, April 28, 2022, Regular Meeting of the Board of Trustees.

Motion to accept the minutes of the Regular Meeting of Thursday, April 28, 2022 made by Vice chair Una Tristan and seconded by Trustee Alfonso Caro. Vote: Chair Robert Allen – AYE, Vice chair Una Tristan – AYE, Trustee Alfonso Caro – AYE, Trustee Rose Robertson – ABSTAIN, Trustee Alan Langstraat – ABSENT

2. Disbursements: 04/01/2022 through 04/30/2022
Item moved to regular agenda for discussion at request of Trustee Rose Robertson.

OLD BUSINESS: Discussion/Action:

1. **CUP (Conditional Use Permit)** GM Sarai Ramirez will report on this.
JLB Construction has been unavailable for updates. They will return to the office after May 24, 2022. General Manager Sarai Ramirez will update as soon as new information is received.

2. LED Sign: GM Sarai Ramirez will report on this.

Fast Signs is putting together a quote to do something similar to the new sign at Roosevelt Elementary. Alves Electric will be contacted to run the electricity for it and our grounds crew will do the trenching.

NEW BUSINESS: Discussion/Action:

1. Disbursements: 04/01/2022 through 04/30/2022

Trustee Rose Robertson had questions regarding some items paid out by the district.

After discussion, motion to approve the Disbursements for the month of April 2022 made by Trustee Rose Robertson and seconded by Trustee Alfonso Caro. Vote: Chair Robert Allen – AYE, Vice chair Una Tristan – AYE, Trustee Rose Robertson – AYE, Trustee Alfonso Caro – AYE, Trustee Alan Langstraat – ABSENT

2. Emergency item added during regular meeting: The need to discuss the 3rd of July fireworks event called for this item to be added.

Motion to add this item for discussion made by Trustee Rose Robertson and seconded by Trustee Alfonso Caro. Vote: Chairman Robert Allen – AYE, Vice Chair Una Tristan – AYE, Trustee Rose Robertson – AYE, Trustee Alfonso Caro – AYE, Trustee Alan Langstraat – ABSENT

Board discussed the idea of hiring private security on that date to ensure a pleasant evening for everyone who comes out for that event.

After discussion, vote to secure private security for the 3rd of July fireworks event made by Trustee Rose Robertson and seconded by Trustee Alfonso Caro. Vote: Chairman Robert Allen – AYE, Vice chair Una Tristan – AYE, Trustee Alfonso Caro – AYE, Trustee Rose Robertson – AYE, Trustee Alan Langstraat - ABSENT

3. Leon's Computers: They will be providing a quote for board members, office staff and ground's supervisor to have an email with the district's domain. Please see attached revised quote. Joey Leon to present.

Work has started to use new email system for office staff and grounds supervisor. Joey Leon presented what his work consists of.

4. Glen Martin @ ME Vineyard: Called the office asking if we can change from 80/20 to 90/10 due to cost increases. See attached.

Chairman Robert Allen and Vice chair Una Tristan informed they reached out to acquaintances in the farming industry, and both were told that the common rate at this time seems to be the 90/10.

After discussion, motion for the contract with ME Vineyard to change from 80/20 to 90/10 to begin on January 1, 2023, through December 31, 2023, made by Trustee Alfonso Caro and seconded by Vice chair Una Tristan. Vote: Chairman Robert Allen – AYE, Vice chair Una Tristan – AYE, Trustee Rose Robertson – AYE, Trustee Alfonso Caro – AYE, Trustee Alan Langstraat - ABSENT

- 5. Preliminary Budget FY 2022/2023:** Please see attached draft budget for the new fiscal year.

Included in the budget was the recommendation for a price increase on some services the district provides. Budget includes adding another grounds person.

After discussion, motion to accept the price increase recommended by General Manager Sarai Ramirez made by Trustee Alfonso Caro and seconded by Vice chair Una Tristan. Vote: Chairman Robert Allen – AYE, Vice chair Una Tristan – AYE, Trustee Alfonso Caro – AYE, Trustee Rose Robertson – AYE, Trustee Alan Langstraat - ABSENT

6. Manager's report: General Manager: Sarai Ramirez

Burials as of 07/01/2021 – 04/30/2022: 195

Pre-need Contracts: 22 Paid in full: 130

- **GSRMA 21/22 RMAP:** District has been awarded 5% back of our annual contribution for our participation.
Refund to the district was in the amount of \$1,828.00.
- **Legislative Days:** General Manager Sarai Ramirez and Vice chair Una Tristan attended this year's Legislative Days.
Vice chair Una Tristan reported on the change in this event from previous years. The Capitol is being remodeled so the legislators or their representatives came to the conference. General Manager Sarai Ramirez reported on the bills that were discussed at the conference.
- **General Manager Leadership Summit:** General Manager Sarai Ramirez to attend this event on June 20-22, 2022.
General Manager Sarai Ramirez is going to attend this conference for her first time.

- **Upright headstones at North:** Two headstones were vandalized over the weekend of 04/30-05/01/2022.

After returning to work on May 2, 2022, grounds men found that two (2) upright headstones at the North Cemetery had been knocked down by some individuals. Beer Monuments has made the needed repairs.

- 7. Trustees' reports:** Trustee: **Robert Allen** - *Requested the district put something on the website regarding the upcoming water restrictions so the public is aware of the limitation of watering the grounds.*

Trustee: **Alfonso Caro** - Nothing to report

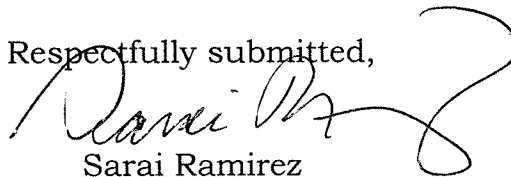
Trustee: **Alan Langstraat** - Absent

Trustee: **Una Tristan** - Nothing to report

Trustee: **Rose Robertson** - *Asked if district had received any calls regarding the event the Knights of Columbus had. The district heard nothing from the public or the group.*

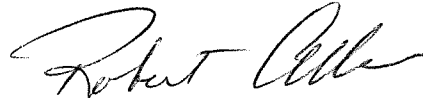
8. Adjournment: 6:10 pm

Respectfully submitted,



Sarai Ramirez

General Manager-recording secretary



Robert Allen - Chairman of the Board