



**Tulare Public Cemetery District
Regular Board Meeting Minutes
May 23, 2022**



CALL TO ORDER:

The Tulare Public Cemetery Regular Board Meeting was called to order at 1:03p.m., at 900 E. Kern Ave, Tulare, California by Chairperson Jim Pennington. Other trustees present were Vice Chairman Charlie Ramos, Secretary Steve Presant, Trustees Xavier Avila, Alberto Aguilar and District Manager Clara Bernardo.

RECONGNITION OF VISITORS:

Nine members of the public was in attendance.

PUBLIC COMMENTS:

No public comments

TRUSTEE COMMENTS:

Three Trustees spoke

OPEN SESSION:

- 2.1 Five students along with Mrs. Hirayama from Tulare Union High School introduce themselves and spoke on their field trip visit and tour at the Kern Cemetery recently. They are also working on projects at the cemetery through the Arts Project Academy at the school.
- 2.2 Xavier moved to approve minutes with corrections. Vote (5-0)
- 2.3 Discussion by board members regarding Linda Maloy asked to step down by June 30, 2022.
- 2.4 Presant talked what was discussed at the last audit meeting. Xavier spoke on discussion on how creating a resolution at the next board meeting to provide direction on having the three officers of the board to be on the Bank of the Sierra checking account. Board decision was to have future resolution or changes to bylaws indicate top three board officers on checking account.
- 2.5 Ramos moved to approve April 2022 financials Vote (5-0)
- 2.6 A Avila moved to approve instructing Tulare County of board approval of using contingency funds for this year's fiscal budget with Resolution 2021/2022-9. Vote (5-0)
B Avila moved to approve Resolutions 21/2022-10 which would transfer \$100,000 from Fund 772 to Fund 807.
- 2.7 Board reviewed interment report
- 2.8 A Ramos moved to make copies of contract, burial rights, forms or paperwork associated with interment at a cost of \$1 per page. Vote: Aguilar-N, Avila-Y, Presant-Y, Pennington-Y, Ramos-Y (4-1). Motion approved.
B Presant moved to approve changes of Transfer Fees which includes new contracts and changes for two parties from \$35 to \$450. Vote: Aguilar-N, Avila-Y, Presant-Y, Pennington-Y, Ramos-Y (4-1) Motion approved.



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C Present moved to approve a new fee for replacement of original Burial Right Certificate to \$100. Avila moved to modify motion to change cost to \$50. Vote: Aguilar-N, Avila-Y, Present-Y, Pennington-Y, Ramos-Y (4-1) Motion approved.

D Change to cost of Administrative Fee was tabled.

E Ramos moved to split cost of Pre-Need Administrative Fee to pay ½ at time of Pre-Need Contract and the other half at time of need. Vote: Aguilar-N, Avila-Y, Present-Y, Pennington-Y, Ramos-Y (4-1) Motion approved.

F Ramos moved to approve reducing Opening and Closing costs for ½ Grave Flat and Tall Cremation at North Cemetery to \$400 for flat and \$550 for tall. Vote: (5-0) Motion approved.

G Present moved to increase cost of Concrete Base deposit to \$500 for adult and \$250 for Baby. Vote: Aguilar-N, Avila-N, Present-Y, Pennington-Y, Ramos-Y (3-2) Motion failed.

H Marker Removal cost increase tabled

I Avila moved to increase concrete non-protective grave liner cost to \$600, oversize t \$800, extra-wide to \$1000, keep baby size at \$246 and youth keep at \$414. Vote: Aguilar-N, Avila-Y, Present-Y, Pennington-Y, Ramos-Y (4-1) Motion approved.

J Avila moved to keep cremation burial liner regular size at \$166 and create large size liner cost of \$197. Vote: Aguilar-N, Avila-Y, Present-Y, Pennington-Y, Ramos-Y (4-1) Motion approved.

ADJOURNMENT TO CLOSED SESSION 3:37PM

OPEN SESSION FROM CLOSED SESSION AT 3:50PM

Nothing to report

2.8 (continued) Chair Pennington indicated this Public Hearing-will be continued at the next board meeting.

2.9 Xavier moved to approve increase of Kern Cemetery burial rights from prior owners from \$2000 for flat stone area to \$2500 to tall stone areas. Vote (3-1) Aguilar voted no

2.10 Avila moved to make Block C Row Q a tall stone row. Vote (4-0)

Items 2.11 to 2.18 were tabled.

Adjourned at 5:10PM

Respectfully Submitted,

Board Secretary



**Tulare Public Cemetery District
Special Board Meeting Minutes
June 9, 2022**



CALL TO ORDER:

The Tulare Public Cemetery Regular Board Meeting was called to order at 10:08a.m., at 900 E. Kern Ave, Tulare, California by Chairperson Jim Pennington. Other trustees present were Vice Chairman Charlie Ramos, Trustees Xavier Avila, Alberto Aguilar and District Manager Clara Bernardo. Secretary Steve Present, was absent.

PUBLIC COMMENTS:

One member of the public made a comment

TRUSTEE COMMENTS:

Four Trustees spoke

OPEN SESSION:

Avila Stepped out at 10:28am

Avila returned at 10:32am

- 2.1 Mark Marshall from Golden State Risk Management Authority spoke on being in compliance beginning July 1, 2022. Xavier moves to approve State of California Department of Industrial Relations Office of Self-Insurance Plans as presented. Vote (3-0) Aguilar abstained
- 2.2 Bernardo clarified the two Electric Utility Vehicles will be coming in next week. Motion to review from legal counsel. Subject to review Vote (3-0) Aguilar abstained.
- 2.3 Discussion on clarification of Oleander Lane-sequence order.
- 2.4 Effective dates for new prices to start 30 days from adoption notice
- 2.5 Bernardo showed comparisons to all three software's Pontem, Plotbox and CemSites Chairperson asked to be put back on agenda on next board meeting. No Vote
- 2.6 Plotbox is willing to pay for the employees to stay in San Francisco for training. No vote

Adjourned at 11:55am

Respectfully Submitted,

Board Secretary