

Tulare Public Cemetery District  
Regular Board Meeting Minutes  
May 28, 2020

CALL TO ORDER:

The Tulare Public Cemetery board meeting was called to order at 1:00 p.m., at 900 E. Kern Avenue, Tulare, California by Chairperson Stephen Presant. Trustees present were Vice Chairperson Xavier Avila, and Secretary James Pennington.

Trustee Vicki Gilson and Trustee Alberto Aguilar attended via teleconference.

RECOGNITION OF VISITORS:

Aaron Zaheen, Tulare County Counsel, Matthew Peirce, Tulare County Counsel.

PUBLIC COMMENTS:

At 1:05 p.m. Chairperson Presant opened up for Public Comments.

Corina Lara complained to the board in regards to the flower policy and asked the board to change the flower policy. Mary Mendonca, of Miller's Tulare Funeral Home spoke to the board on having shading for the funerals.

TRUSTEE COMMENTS:

Chairperson Presant omitted this item from the agenda to go into closed session.

PROPERTY: PARCEL OWNED BY DISTRICT FOR FUTURE ADDITION TO NORTH CEMETERY:

Nothing to Report.

ABANDONMENT OF TRUSTEES POSITION BY VICKI GILSON:

It was motioned by Vice Chairperson Avila to have staff send a letter to Trustee Gilson in regards to her trustee position, second by Secretary Pennington (3-1-1) Trustee Aguilar nay, Vice Chairperson Avila aye, Secretary Pennington aye, Trustee Gilson abstained, Chairperson Presant aye.

LIABILITY WAIVER FOR VOLUNTEERS:

It was motioned by Vice Chairperson Avila to accept the Liability Waiver for Volunteers with a modification of deleting the first line on the waiver agreement, second by Secretary Pennington (5-0)

AD HOC COMMITTEES UPDATE:

Chairperson Presant tabled this item for another board meeting.

TULARE CEMETERIAN FOUNDATION UPDATE:

Chairperson Presant thanked the Tulare Cemeterians, Trustees, and everyone who came out to set flags on the cemetery grounds for Memorial Day. He commented that it was a very nice turnout.

DISCUSSION OF NEW AND STATUS OF CAPITAL PROJECTS IN 2020:

Chairperson Presant tabled this item for another board meeting.

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APPROVAL OF APRIL 23, 2020 REGULAR MINUTES, MAY 8, 2020 & MAY 15, 2020 SPECIAL BOARD MINUTES:

Chairperson Present approved April 23, 2020 minutes, the May 8, 2020 minutes, and the May 15, 2020 minutes as presented in accordance with Robert's Rules of Order.

APRIL 2020 FINANCIAL REPORTS:

This item was tabled for the next board meeting.

AUDIT COMMITTEE REPORT:

Chairperson Present reported on the letter that the district received from the auditor Robert Dennis. He also suggested that the Audit Committee is recommending that 2 people from the office go to the CALPERS training.

FISCAL YEAR 2020-2021 PROPOSED BUDGET:

This item was tabled for the next regular board meeting.

CALPERS PEPRA CONTRIBUTION:

Motion was made for all new hires to start paying CALPERS PEPRA as of July 1, 2020, second by Secretary Pennington (3-2) Trustee Aguilar voted no and Trustee Gilson voted no.

At this time both Trustees Gilson and Aguilar got disconnected due to technical difficulties.

LETTER OF COMPLAINT FROM JESSE MARTIN:

After Mr. Martin spoke to the board of his complaint in regards to the conduct of staff towards his daughter's funeral. Chairperson Present gave Mr. Martin his condolences on behalf of the board. Chairperson Present informed Mr. Martin that he would be talking to Manager Castaneda and he would get in touch with Mr. Martin.

MARTIN FAMILY—BENCH REQUEST:

It was motioned by Vice Chairperson Avila to approve the bench request from the Martin family, second by Secretary Pennington (3-0).

MANAGER'S REPORT:

Manager Castaneda reported to the board that the pipe at North Cemetery did get fixed and Mr. Shaffer is to bring 2 quotes one quote will be a patch job the other will be a full replacement job. Manager Castaneda also reminded the board of their duty as a board member. Their duty is to set policy as a whole. In the board room as a whole they are to give direction to the manager not when a single board member comes into the office to pick up a board packet and decide to be the boss for that moment they are in the office. Board members can ask questions to staff but they are not to give directions to staff on how to perform their job or to direct one staff member to give another staff member direction on how to do their job. Manager Castaneda also reported that staff has noticed that mosquitoes have not been seen and office staff has not been bitten by any mosquitoes. The chemical that Mosquito Abatement put out seems to be working. We do not have



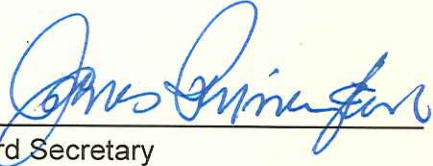
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the final numbers but once John Avila from the Mosquito Abatement gives Manager Castaneda those numbers, she will report it to the board.

ADJOURNMENT:

Having nothing further to discuss Chairperson Presant adjourned the meeting at 3:42 p.m.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "James Pringle", written over a horizontal line.

Board Secretary