

**MEETING OF THE BOARD OF TRUSTEES OF ESCALON CEMETERY DISTRICT
28320 E. River Road, Escalon, California 95320**

REGULAR MEETING AGENDA

**Wednesday, November 8, 2023
11:00 a.m.**

I. CALL MEETING TO ORDER

II. ROLL CALL

Trustee, Lynn Hogue
Manager, Laura Alcantor

Trustee, Terri Rocha
Asst. Manager, Jeff Hood

III. APPROVAL OF AGENDA AS POSTED OR AMENDED

IV. PUBLIC COMMENT

V. CONSENT CALENDAR

A. **Minutes:** Approval of the minutes from the Regular Board Meeting on October 11, 2023.

B. **Financial Statements:**

Presented by: Laura Alcantor

Requested Action/Purpose: Discussion of the financial reports for the previous month.

Attachments: October 2023 Financial County Reports

C. **Warrants for Bills, Invoices and Required Payments:**

Presented by: Laura Alcantor

Requested Action/Purpose: List of bills, invoices, and other payments the district is required to make and the source of the account from which the payment will be made.

Attachments: October 2023 Warrants Log

VI. GENERAL MANAGER'S REPORT

A. **Burials:**

The following is a list of the burials to date, with confirmation regarding whether the burials were of residents or non-resident and casket or cremation.

Calendar YTD	65	October 2023	1	October 2023	1	Calendar YTD	65
Resident	36	Resident	0	Casket	1	Casket	35
Non-Resident	29	Non-Resident	1	Cremation	0	Cremation	30

Fiscal YTD	16	Total	16
Resident	11	Casket	3
Non-Resident	5	Cremation	13

B. Bank Accounts

Presented by: Laura Alcantor

Requested Action/Purpose: Discussion, activity, and balance of bank accounts at Oak Valley Bank.

Attachments: October 2023 bank statements.

VII. NEW BUSINESS

A. Refrigerator In Shop

Presented by: Terri Rocha

Requested Action/Purpose: Discuss replacement of failing old refrigerator. Need to replace and discard old.

Attachments: None

B. December 2023 Board Meeting

Presented by: Terri Rocha

Requested Action/Purpose: Discussion of conflict with another event same day.

Attachments: None

VIII. OLD BUSINESS

A. ZELE Voucher Program

Presented by: Terri Rocha

Requested Action/Purpose: Discuss Zero-Emission Landscaping Equipment Voucher Program

Attachments: Program details, pricing, eligibility information

Prior Discussion: Zele Program sounds like an excellent opportunity to replace equipment eligible and related to work scope of cemetery. Trustee Rocha will work with groundkeeper Richard to determine what's eligible and feasible for cemetery grounds.

B. Vandalism

Presented by: Terri Rocha

Requested Action/Purpose: Discuss update and improvement taken since vandalism occurred.

Attachments: None

C. New Office Hire

Presented by: Terri Rocha

Requested Action/Purpose: Discuss new office employee, their role, and estimated hours with the established budget in mind. Also, discuss District Manager, Laura Alcantor, and her role as a groundskeeper.

Attachments: None

IV. ITEMS TOO LATE FOR THE AGENDA

V. ANNOUNCEMENTS BY TRUSTEES

VI. ANNOUNCEMENT OF FUTURE BOARD MEETINGS

Regular Board meetings are held the second Wednesday of every month at 11:00 a.m. at the Cemetery Office located at 28320 E. River Road, Escalon, California. The next Regular Meeting of the Board of Trustees to be determined.

VII. ADJOURN

CERTIFICATION

I, Terri Rocha, Board Trustee for the Escalon Cemetery District, do hereby certify that a copy of the foregoing agenda was posted at the Cemetery Office, 28320 E. River Road, Escalon, California at least 72 hours prior to the time of this Meeting.

Date: November 3, 2023



Terri Rocha, Board Trustee

AVAILABILITY OF PUBLIC RECORDS: All public records relating to open session items on this Agenda which are not exempt from disclosure pursuant to the California Public Records Act, and which are distributed in connection with the open session items are available for public inspection at the Cemetery Office, 28320 E. River Road, Escalon, California while the public records are distributed or made available to the legislative body. If, however, the public records are not distributed until the Meeting at which the agenda item is considered, then the public records will be made available to the public at the location of the Meeting as listed on the Agenda at the Cemetery Office, 28320 E. River Rd, Escalon, California. Persons who require-disability-related accommodation, including auxiliary aids or services, should contact the District Manager at least seven days prior to the meeting for which accommodation is required. The District Manager can be contacted by telephone at (209) 838-2924, in person or by mail at 28320 E. River Road, Escalon, California