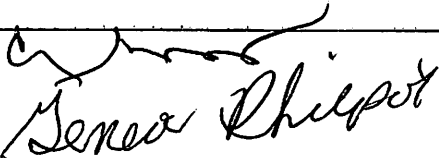


VISALIA PUBLIC CEMETERY DISTRICT
 BOARD OF TRUSTEES REGULAR MEETING
 WEDNESDAY, May 25, 2022 9:00 A.M. CEMETERY OFFICE

MINUTES

<p>Trustees Philpot, Ouzounian, Johnson, Link and Alexander were present. District Manager Summers, Attorney Kris Pederson, staff members Avila, Lopez Jr. and Stallions were present. There were 3 members of the public present. Trustee Chair, Philpot called the meeting to order at 9:00 am.</p>	<p>CALL TO ORDER AND RECORD OF ATTENDANCE</p>
<p>None</p>	<p>Public Comment</p>
<p>Johnson requested to pull the manager report. MMSC to accept the consent items as presented minus the manager report. Johnson/Link All Ayes.</p> <p>Johnson requested more detail regarding the progress and funding source for the chapel upgrades.</p> <p>Philpot questioned the appropriateness of minutes indicating "instruction to manager" when no vote had been taken. Attorney Pederson stated it was appropriate to include in the minutes.</p> <p>MMSC to accept manager report as submitted. Johnson/Link All Ayes.</p>	<p>Consent Items: Minutes, Burial Count and Workload Report, Manager Report/Strategic Plan Update, By-law update re: compensation, Woodlake Interim Agreement</p>
<p>Walter Deissler, Architect was unable to attend the meeting, he sent an update by email on the project that was read out loud by Trustee Ouzounian. The site plan was reviewed. The loan documents, revenue concerns and the bond issuance were discussed. The need to move forward with the westside expansion, getting plans and permits and utilities taken care of were also discussed. Attorney Kris Pederson discussed the architect's concerns about the order of the project's components and the fact that this is a financial decision the Trustees are making. MMSC to move forward with the financing and completion of the appropriate paperwork as presented. RA/GO All Ayes.</p> <p>MMSC to approve the Resolution 2022-04 for the signing and approving and completion of the financing documents. TJ/TL All ayes.</p>	<p>New Office Financing/Funding Review with Attorney Kris Pederson</p>
<p>Break 10:20 to 10:30</p>	
<p>MMSC to contract with Walter Deissler, Architect to complete Site Plan Review, get drawings of the Administration building, parking lots and gate. Johnson/Ouzounian All ayes.</p> <p>MMSC for DM Summers to work with RE Broker Jason Hutton to list houses for best offer with a "must move between 9-12-22 and 11-12-22" requirement at buyers cost. All ayes.</p>	<p>Site Plan and Westside Expansion update</p>
<p>The reports and analysis were discussed. MMSC to adopt the proposed budget with the wage scale changes subject to review every quarter. All ayes. Ouzounian/Link</p>	<p>Reports and Analysis requested by Trustees for proposed budget, wage scale changes, succession plan, investment account</p>

Consent Item

	balances and reserve fund analysis
Trustee Alexander requested a move to item 6, she needs to leave the meeting for a work commitment	
Trustee Alexander presented her findings and costs. Discussion included waiting to install needed equipment in the new office building.	Zoom Meetings Report
Trustee Alexander left the meeting at noon.	
Trustee Link stepped out of the meeting. MMSC to accept the proposal of \$4,397. Ouzounian/Johnson All Ayes (3)	J&D alarm proposal for upgrade to security system at the Chapel
Trustee Link back to meeting. Discussion to be postponed until next meeting.	Taco night event proposal from Trustee's Alexander & Link
MMSC to approve the Financial Report as presented. Johnson/Link All ayes (4)	Financial Reports and Credit Card Statement
Trustee Philpot requested all trustees send their completed DM evaluation forms to her; DM evaluation will be done at the June meeting. Discussion regarding attendance at the CAPC Educational Seminar in October. Trustees Ouzounian and Philpot will not be attending. Other trustees to check calendars for availability. DM Summers will be attending.	Other Board Matters
There being no further business the meeting was adjourned at 12:25pm.	Adjournment
6-29-2022 Geneva Philpot, Board Chair Cindy Summers, Dist. Manager	
<i>All Trustees attended 60% or more of the meeting.</i>	