

SELMA CEMETERY DISTRICT
Regular Meeting of the
BOARD OF TRUSTEES
Thursday, June 27, 2024, Consent Agenda I
4:30 p.m.

MINUTES

- 1. Call to Order:** 4:31 pm
- 2. Roll Call:** Chair: Alan Langstraat - *Present*
Vice-Chair: Jennifer Earle - *Present*
Trustee: Rose Robertson - *Present*
Trustee: Ramza Coury - *Present*
Trustee: Una Tristan - *Present*
Staff Present: General Manager: Sarai Ramirez - *Present*
Grounds Supervisor: Jesse Rodriguez - *Present*
Legal Counsel: Derek Haynes, Porter Scott Attorneys – *Present via Zoom*

Date of Next Board Meeting: **The date of the next board meeting will be Thursday, July 25, 2024.**

Public Comment: Members of the public may address the Board of Trustees on any item on the agenda.
Estela Ramirez addressed the board about the situation that happened last month. She continues to see drinking, kites, ice chests and overall disrespect to the cemetery. An unidentified member of the public also commented stating that signs on the grounds are not respected. There were dogs and gazebos on Father's Day. Item to be placed on the agenda at the next board meeting for discussion.

CONSENT AGENDA:

1. Minutes of the Thursday, May 23, 2024, Regular Meeting of the Board of Trustees.
2. Disbursements: 05/01/2024 through 05/31/2024
Motion to accept the Consent Agenda as presented made by Trustee Rose Robertson and seconded by Trustee Ramza Coury. Vote: Trustee Rose Robertson – AYE, Trustee Ramza Coury - AYE, Trustee Una Tristan – AYE, Vice chair Jennifer Earle – AYE, Chair Alan Langstraat – AYE. Motion carried.

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OLD BUSINESS: Discussion/Action:

- 1. 2024/2025 Budget:** Presentation of the proposed budget for the new fiscal year. *Vice chair Jennifer Earle asked why the amount under sale of plots did not change. General Manager explained that the number is based on the district's average.*

After discussion, motion to approve the budget as presented and increase of prices approximately 10% was made by Trustee Una Tristan and seconded by Vice chair Jennifer Earl. Vote: Trustee Rose Robertson – AYE, Trustee Ramza Coury – AYE, Trustee Una Tristan – AYE, Vice chair Jennifer Earle – AYE, Chair Alan Langstraat – AYE. Motion carried.

NEW BUSINESS: Discussion/Action:

- 1. 4th of July Holiday:** Staff request to be off on the 5th of July instead of the 4th of July. *Staff would prefer to work on Thursday and have a three-day weekend with the understanding that this will not be Holiday pay, but rather in leu of.*

Motion to give switch Holiday day off for staff made by Trustee Rose Robertson and seconded by Trustee Ramza Coury. Vote: Trustee Rose Robertson – AYE, Trustee Ramza Coury – AYE, Trustee Una Tristan – AYE, Vice chair Jennifer Earle – AYE, Chair Alan Langstraat – AYE. Motion carried.

2. Manager's Report: Sarai Ramirez

Burials as of 07/01/2023 – 05/31/2024: **157**

Plots Paid in full as of 07/01/2023: **114**

Plots Available as of 07/31/2023: Floral – **2,485**, West – **552(Pontem Count)**

- **Conditional Use Permit:** Possible hearing may be scheduled July 2024. *ADA compliant parking spaces need to be added to the site plan as well as the total number of parking spaces. Current rental property needs to be labeled adequately. The county needs to determine if they have enough information to move forward. The planner to check back with the district manager.*
- **Floral Cemetery Flagpole:** Update on vandalized cable to flag. *The cable to the flag was cut. The general manager reached out to PG&E*

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with no response. The commander at the American Legion will find out how they can help us get this fixed.

3. Closed Session: Conference with Legal Counsel – Existing Litigation Government Code section 54956.9(d)(1)

Name of Case: 23CEG03945

Settlement proposed by judge assigned to the case was accepted by District Counsel and Opposing Counsel.

Closed Session: Public Employee Performance Evaluation Government Code section 54957

Title: General Manager

Motion to extend the General Manager’s contract for one year and move to step two on pay scale was made by Vice chair Jennifer Earle and seconded by Trustee Ramza Coury. Vote: Trustee Rose Robertson – AYE, Trustee Ramza Coury - AYE, Trustee Una Tristan – AYE, Vice chair Jennifer Earle – AYE, Chair Alan Langstraat – AYE. Motion carried.

4. Trustees’ reports:

Trustee: **Una Tristan** – *Asked if there was a homelessness problem and if the district heard anything from the person who fainted on the grounds.*

Trustee: **Alan Langstraat** – *Nothing at this time.*

Trustee: **Rose Robertson** – *Requested a copy of the recommendations from the Board of Supervisors from the first time the Conditional Use Permit was submitted.*

Trustee: **Ramza Coury** – *Would like to see the General Manager attend other agency meetings and events to be more visible to the community.*

Trustee: **Jennifer Earle** – *Nothing at this time.*

5. Adjournment: 6:10 pm, meeting adjourned with no other discussion.

Respectfully submitted,



Sarai Ramirez

General Manager, recording secretary



Alan Langstraat - Chairman of the Board

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