

# **Minutes**

Roseville Public Cemetery District  
Board of Trustees  
Regular Meeting  
**Thursday, August 8, 2024**  
5:00 p.m.  
District Office

The regular meeting of the Roseville Public Cemetery District Board of Trustees was held at the District Office, located at 421 Berry Street, Roseville, California, 95678.

A. **CALL TO ORDER:**

Chairman Howe called the meeting to order at 5:00 p.m.

B. **ROLL CALL:**

Members present: Fratis, Howe, Alameida, Parola and Martinez.

Also present: District Manager Forrey, and Assistant District Manager Riley

C. **PUBLIC COMMENTS**

D. **APPROVAL OF MINUTES:**

Approved minutes of July 11, 2024

E. **CONSENT AGENDA:**

A motion was made by Alameida and seconded by Martinez to approve the July Consent Agenda. The motion passed 5-0.

F. **CORRESPONDENCE**

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

**OLD BUSINESS:**

1. CAPC Education/Area Meeting:

No one from the district will attend the meeting

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

**NEW BUSINESS:**

2. 2024/25 Budget:

A motion was made by Alameida and seconded by Martinez to approve the 2024/25 Budget. The motion passed 5-0.

3. Audit:

A motion was made by Alameida and seconded by Fratis to approve the proposal from Smith and Newell for Auditing Services for years ending 2025-27. The motion passed 5-0.

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

**NEW BUSINESS CONTINUED:**

4. Other Post-Employment Benefits (OPEB):

A motion was made by Alameida and seconded by Fratis to approve the Engagement letter for OPEB Actuarial Valuation Services. The motion passed 5-0.

H. **INFORMATION ITEMS:**

5. District Manager's Report:

a. Safety Meeting: July's safety meeting was on Hard hats

b. Audit: The annual audit will be performed on September 24, 2024

c. Downtown Tuesday Nights: Very successful

d. Employee Recognition Dinner: December 5, 2024 at 4pm

e. Wreaths Across America Update: 30 purchased on our site to date, we need to get letters out to organizations

I. **RECESS TO CLOSED SESSION**

J. **CLOSED SESSION:**

6. PERSONNEL: Pursuant to Gov. Code §54957:

The Board will meet in Closed Session to consider the appointment, employment, evaluation of performance, discipline, resignation, retirement, dismissal, and/or complaint of a public employee(s).

K. **RECONVENE TO OPEN SESSION**

L. **REPORT ANY ACTION TAKEN IN CLOSED SESSION**

M. **BOARD MEMBER'S COMMENTS:**

No comments were made.

N. **CHAIRPERSON'S COMMENTS:**

No comments were made.

O. **ADJOURNMENT:**

The meeting was adjourned at 5:17 p.m. The next regular meeting will be held on September 12, 2024.