

# **Minutes**

Roseville Public Cemetery District  
Board of Trustees  
Regular Meeting  
**Thursday, January 11, 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, and Parola.

Absent: Alameida and Martinez

Also present: District Manager Forrey, Assistant District Manager Riley and Maintenance Supervisor Conrad.

C. **PUBLIC COMMENTS**

D. **APPROVAL OF MINUTES:**

Approved minutes of December 14, 2023

E. **CONSENT AGENDA:**

A motion was made by Fratis and seconded by Parola to approve the December Consent Agenda. The motion passed 3-0.

F. **CORRESPONDENCE**

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

**NEW BUSINESS:**

1. 2022-2023 Audit:

A motion was made by Parola and seconded by Fratis to approve the 2022-2023 Annual Financial Report. The motion passed 3-0.

2. Election of Officers:

A motion was made by Parola and seconded by Fratis to keep the officers the same. The motion passed 3-0.

3. Equipment Purchase:

A motion was made by Parola and seconded by Fratis to approve the purchase of a new 150 Gallon Rears Pull Tank from Pape, Yuba City for \$11,648.42. The motion passed 3-0.

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

**NEW BUSINESS CONTINUED:**

4. Wreaths Across America:

Discussed Wreaths Across America Pros and Cons. A special meeting will be held Thursday, February 1, 2024 at 9 a m to discuss our plan for this year's event.

5. Wreaths Across America Policy:

The policy will be rewritten and placed on a future agenda.

H. **INFORMATION ITEMS:**

6. District Manager's Report:

a. Safety Meeting: No Safety Meeting held in December

b. Form 700: Due April 1st

c. City of Roseville Rebate: We received a rebate of \$9,675 for using artificial turf in the new private estates

d. Pavilion and Reception Hall Dedication: January 24,2024 at 2:00 p.m.

e. Manager's Meeting Recap: District Manager Forrey and Assistant District Manager Riley attended the Manager's Meeting in Davis. We are looking to have an Equipment Show here at Roseville this April.

I. **RECESS TO CLOSED SESSION**

J. **CLOSED SESSION:**

7. 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**

N. **CHAIRPERSON'S COMMENTS**

O. **ADJOURNMENT:**

The meeting was adjourned at 5:41 p.m. The next regular meeting will be held on February 08, 2024.

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Secretary, Board of Trustees  
Roseville Public Cemetery District