

Davis Cemetery District Board Meeting Minutes

Date: December 18, 2019
Time: 4:00 pm
Location: 820 Pole Line Rd, Davis, CA

Board of Trustees: Chairperson Larry Dean (excused), Vice Chairperson Stephen Souza Board Members: Heidy Kellison and Marilyn Mansfield (alternate)

Staff: District Superintendent Jessica Potts; Assistant Superintendent Judy Fisher

Guests: Richard Reed, Deputy Supervisor to Jim Provenza

Open Session

- I. Call to Order **4:03pm**
- II. Approval of Agenda **(3-0-0)**
- III. Trustee Announcements
 - a. COI For Any Agenda Items
None
 - b. Dennis Dingemans has resigned from the Board due to health reasons
- IV. Public Comment
None
- V. Approval of the Minutes **(3-0-0)**
- VI. Informational Items
 - a. Superintendent Report (Written) (Received and acknowledged)
 - b. Property Tax Error Follow Up (Written) (Received and acknowledged)
Yolo County audit had no impact on the District
 - c. Audit Update (Written) (Received and acknowledged)
Draft Audit report is expected by January 2020
 - d. Beehive installation by local non-profit (Received and acknowledged)
Local non-profit interested in installing 20 beehives. Superintendent to follow up with contact to discuss Board concerns.

VII. Action Items

a. Office Cart Purchase

Superintendent presented the Board with a UC Communities purchasing agreement quote for a new 6-passenger office cart. Nick's Custom Gold & Utility Vehicle quote number 20449 \$13,853.28

Action: Quote presented & motioned to approve. Motion: Heidy Kellison 1st, Marilyn Mansfield 2nd, **(3-0-0)**

b. Rose Garden Design Approval

Superintendent presented the rose garden design with 2 niche pillars, small gazebo, and memorial brick area.

Action: Rose Garden Design was discussed and motioned to approve. Motion: Motion: Heidy Kellison 1st, Marilyn Mansfield 2nd, **(3-0-0)**

Adjournment

Action: Motion to adjourn at 4:36pm Marilyn Mansfield 1st; Heidy Kellison 2nd **(3-0-0)**

Next meeting date is set for January 15th at 4 pm.