

Davis Cemetery District Board Meeting Minutes

Date: November 18, 2020
Time: 4:00 pm
Location: 820 Pole Line Rd, Davis, CA – via Zoom

Board of Trustees: Chairperson Larry Dean Vice, Chairperson Stephen Souza (absent) Board Members: Heidi Kellison, Jonathon Howard, Fred Main, and Marilyn Mansfield (alternate) (excused)

Staff: District Superintendent Jessica Potts; Assistant Superintendent Judy Fisher

Guests: Richard Reed, Deputy Supervisor to Jim Provenza; Sandra Rodriguez, Assistant Supervisor's Deputy, District 4

Closed Session

- I. Call to Order **4:03pm**
- II. Event Discussion
2020 Dia de los Muertos event was discussed by the Board of Trustees
- III. Adjournment **4:15pm**

Open Session

- I. Call to Order **4:16pm**
- II. Approval of Agenda (**4-0-0**) Agenda was corrected to reflect November 18, 2020 date
- III. Trustee Announcements
 - a. COI For Any Agenda Items
None
- IV. Public Comment

Sandra Rodriguez, co-organizer of the 2020 Dia de los Muertos event joined the Board meeting to express gratitude to the District for hosting this year's event. She was pleased by the preparedness of the staff and the extensive work done to gather items for the public altar. Sandra received great feedback from the community and has offered to serve as the Dia de los Muertos lead in future years.

V. Approval of the Minutes (**Action: Approved 4-0-0**)

VI. Informational Items

- a. Superintendent Report (Written) (Received and acknowledged)

b. Fee Committee Update and Scope

Trustee Dean and Main summarized the fee subcommittee work that has been done to date. The committee is working on establishing a fee policy or methodology to be in place when fees are assessed as part of the annual budgeting process.

VII. Action Items

a. District Event Policy - New

The Superintendent presented a new district policy on events.

Action: Event policy approved without revision Motion: Heidy Kellison 1st, Jonathon Howard 2nd, (4-0-0)

b. New Proposed Fees: Rose garden niche, pavers, and labor rate

The Superintendent presented the following new fees proposed by the fee subcommittee. Rose Garden Niche: \$2,500 plot / \$500 endowment; Rose Garden Memorial Brick: \$500, which includes engraving; Labor Rate: \$125/hr.

Action: New fees approved without revision. Motion: Fred Main 1st, Heidy Kellison 2nd, (4-0-0)

b. Revised Fees: Non-resident and Clarksburg / West Sacramento

The Superintendent presented the following revised fees proposed by the fee subcommittee. Non-resident fee: current fee of \$1,200 increased to \$1,400; Clarksburg / West Sacramento fee: current fee of \$350 increased to \$700. After discussion, motion to raise both the non-resident fee and Clarksburg / West Sacramento fee to \$1,400 contingent on receiving confirmation from the county that Clarksburg / West Sacramento residents do not contribute towards property tax revenue received by the District.

Action: Approved with revision to increase both the non-resident fee and Clarksburg / West Sacramento fee to \$1,400 Motion: Johnathon Howard 1st, Larry Dean 2nd, (4-0-0)

Post Vote Comment: Superintendent received written confirmation from Sheryl Hardy-Salgado, Yolo County Property Tax Supervisor, confirming residents of the City of West Sacramento and Community of Clarksburg do not pay into tax revenue received by the District.

Adjournment

Action: Motion to adjourn at 5:17pm Jonathon Howard 1st; Fred Main 2nd (4-0-0)

