

Davis Cemetery District Board Meeting Minutes

Date: June 16, 2021
Time: 4:00 pm
Location: 820 Pole Line Rd, Davis, CA

Board of Trustees: Chairperson Larry Dean, Vice Chairperson Stephen Souza Board Members: Heidi Kellison, Fred Main, and Jonathon Howard

Staff: District Superintendent Jessica Potts; Assistant Superintendent Judy Fisher

Guests: Richard Reed, Deputy Supervisor to Jim Provenza

I. Call to Order **4:00pm**

II. Approval of Agenda **(5-0-0)**

III. Trustee Announcements

a. COI for Any Agenda Items

Trustee Kellison will be fundraising for the Yolo Crisis Nursery's capital campaign and will work with the superintendent to ensure outreach will not overlap with any entities performing work for the district.

IV. Public Comment

None

V. Approval of the Minutes **(5-0-0)**

VI. Informational Items

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

VII. Action Items

a. Resolution – Marilyn Mansfield

Action: Motion to approve as written. Stephen Souza 1st, Fred Main 2nd, **(5-0-0)**

b. Resolution – YCPARMIA joining ERMA

Action: Motion to approve as written. Fred Main 1st, Heidi Kellison 2nd, **(5-0-0)**

c. 2020-21 Budget adjustments pertaining to fiscal close.

The Assistant Superintendent presented necessary budget adjustment estimates as of June 16, 2021. The board understands final numbers will be updated once the June period closes. **Action:** Motion to approve as presented. Stephen Souza 1st, Fred Main 2nd **(5-0-0)**

d. 2021-22 Fees

Trustee Dean and Main presented proposed fee increases effective July 1, 2021. **Action:** Motion to approve as presented. Stephen Souza 1st, Jonathon Howard 2nd, **(5-0-0)**

e. 2021-22 District Budget

The fee subcommittee, comprised of the superintendent, trustee Dean, and trustee Main presented the 2021-22 district budget and explained the rationale behind revenue sources and expenses. Total financing sources to be \$731,000.00.

Action: Motion to approve without revision with total financing sources to be \$731,000.00. Heidi Kellison 1st, Fred Main 2nd **(5-0-0)**

f. Subcommittee appointment – superintendent annual review

Action: Motion to appoint Trustee Kellison and Trustee Dean to review the superintendents 2020-21 performance. Fred Main 1st, Jonathon Howard 2nd **(5-0-0)**

Adjournment

Action: Motion to adjourn Fred Main 1st, Larry Dean 2nd **(5-0-0)**

Next meeting date is set for Wednesday, August 18th at 4 pm.

A handwritten signature in black ink, appearing to be "Fred Main", is written on a light gray rectangular background.