

# DAVIS CEMETERY DISTRICT

A Designated Arboretum  
 820 POLE LINE ROAD  
 DAVIS, CA 95618  
 (530) 756-7807  
 www.daviscemetery.org

**Date:** April 15, 2026  
**Time:** 3:00pm  
**Location:** 820 Pole Line Road

Board of Trustees: Chairperson Kate Bowen, Vice Chairperson Stephen Souza, Ro Mottsmith, Gail Jankowski, Alexandra Meyer, and Joseph Cattarin (alternate)

## OPEN SESSION

- I. Call to Order
- II. Approval of the Agenda
- III. Trustee Announcements
  - a. California Association of Public Cemeteries - Trustee of the Year Award Presentation
  - b. Conflict of Interest
- IV. Public Comment
- V. Approval of the Minutes
- VI. Informational Items
  - a. District Manager Report
- VII. Action Items
  - a. Appoint 2026-27 Budget Subcommittee
  - b. Appoint 2025-26 District Manager Review Subcommittee
  - c. Policy Update - Revise At-Will Language
  - d. Policy Update - Revise Employee Incentive / Recognition Policy
  - e. Event Request - Staff Wedding

### Board of Trustees Goals

<p><b>Goal 1 – COVID-19 Memorial</b>  <b>Objective One</b> – Engage with volunteers and/or paid contractors to complete build-out. <b>Complete</b>  <b>Objective Two</b> – Develop the artist’s call to be disseminated to the community. <b>Complete</b>  <b>Objective Three</b> – Engage local sign companies to design memorial signage. <b>Complete</b>  <b>Objective Four</b> – Plan and execute a grand opening by Spring 2024. <b>Complete</b></p>	<p><b>Goal 2 – District Culture and Vision</b>  <b>Objective One</b> – Through strategic planning and review, enhance the district’s vision statement. <b>Complete</b>  <b>Objective Two</b> – Develop a tri-fold brochure, similar to existing marketing materials, to be distributed during “at-need” and “pre-need” sales. <b>Complete</b>  <b>Objective Three</b> – Enhance outreach activities in line with the district’s vision.  <b>Objective Four</b> – Utilize social media and other online platforms to educate the community. <b>Ongoing</b></p>	<p><b>Goal 3 – Roadway Expansion Survey and Design</b>  <b>Objective One</b> – Engage local land surveyors / architects to bid the district’s expansion survey and design. <b>In Progress</b>  <b>Objective Two</b> – Work with grounds staff to develop a plan for moving green waste storage out of the expansion area. <b>In Progress</b>  <b>Objective Three</b> – Identify grant opportunities that may be available for buildout. <b>In Progress</b>  <b>Objective Four</b> – Schedule board retreat to develop a long range/expansion plan. <b>Complete</b></p>
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I declare under penalty of perjury the following foregoing agenda was posted by 3pm, Friday, April 10, 2026, at the Davis Cemetery, 820 Pole Line Road, Davis, CA 95618 by Jessica Smithers. Next Board Meeting: June 17, 2026