

Alamo-Lafayette Cemetery District

An Independent California Special District

3285 Mt. Diablo Blvd./P.O. Box 1955 • Lafayette, California 94549 • (925) 284-1353 Fax (925) 284-4144

**MINUTES
REGULAR MEETING
MARCH 11, 2024
1:00 P.M.**

Meeting was held at the District Office located at 3285 Mt. Diablo. Blvd., Lafayette, CA 94549

CALL TO ORDER – The meeting was called to order at 1:09 p.m. by Trustee McCosker.

PLEDGE OF ALLIGENCE

ROLL CALL Present: Trustee Paul Gardner, Trustee Carolyn Thiessen and Trustee Mary McCosker. Staff: District Manager Patricia Howard.

PUBLIC COMMENTS – None

ADOPTION OF AGENDA – It was moved by Thiessen, second by Gardner to adopt the agenda as presented. *Vote:* Ayes – Thiessen, Gardner and McCosker. Nays – 0

CORRESPONDENCE –

CSDA – Legal updates, eNews and various Webinars

CAPC – Legal updates, Annual Conference, and area meetings

LAFCo – Notice of Election for Commissioner, Notice of Meeting

APPROVAL OF MINUTES – It was moved by Thiessen, second by Gardner to approve the minutes of February 12, 2024, as presented. *Vote:* Ayes – Thiessen, Gardner and McCosker. Nays – 0.

FINANCIALS –

- a. It was moved by McCosker, seconded by Thiessen to approve the February 2024 warrants as presented. *Vote:* Ayes – McCosker, Thiessen and Gardner. Nays – 0.
- b. Monthly Financials for February 2024, were given to the Board
- c. District fund balance - \$172,638.67

OLD BUSINESS

- a. **No Old Business**

NEW BUSINESS

- a. **Tanaka Design Group** – The Tanaka Design Group’s design of the Alamo Cemetery retaining walls, pathways, gutters, and railings were given to the Board.
- b. **Nomination and vote for District Chair** – Thiessen moved, Gardner second to nominate McCosker as the District Chair. *Vote:* Ayes – Thiessen and Gardner. Nays – 0. Abstain – McCosker.
- c. **Fee Increase** – It was moved by Thiessen, second by Gardner to approve the cemetery fee increase. *Vote:* Ayes – Thiessen, Gardner and McCosker. Nays – 0

- d. **Close second (carriage) entrance in the front of the Alamo Cemetery** – DM Howard will contact local contractors to obtain bid to perform this work.
- e. **District Manager / “For Cause”** – It was moved by Thiessen, second by McCosker to confirm that District Manager is a “For Cause” employee of the District. *Vote:* Ayes – Thiessen, McCosker and Gardner. Nays – 0

COMMENTS FROM TRUSTEES

McCosker – Local School Cemetery History Tours will start in the middle of April and finish at the end of May.

ADJOURN MEETING – 2:35 P.M.

NEXT MEETING: April 15, 2024, at 1:00 P. M. held at the District Office