

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 JANUARY 8, 2018 1:00 P.M.

CALL TO ORDER – The meeting was called to order at 1:12 p.m. by Trustee Flood. *Present:* Chairperson/Trustee Nancy Flood, Trustee Carolyn Thiessen and District Manager Patricia Howard. Trustee Mary McCosker arrived at 1:25 p.m.

APPROVAL OF MINUTES – It was moved by Thiessen, second by Flood to approve the November minutes as presented. *Vote:* Ayes –Thiessen and Flood. Noes – 0. There was no meeting held in in December.

PUBLIC COMMUNICATIONS – None.

CORRESPONDENCE –

CAPC – Notice of Annual Meeting, Public Cemetery Guides and e-Newsletter

Lafayette Historical Society – Newsletter

CCCSDA – Notice of meeting

CSDA – e-Newsletters, Magazine, Various updates and free webinar ethics training

EBRPD – e-Newsletter

LAFCO – Notice of Meeting

Print Out \$0

DISTRICT MANAGER’S REPORT

All of the employees of the District want to thank the Trustees for the wonderful luncheon, held in leu of December’s Board meeting. Ann Lum placed flags and the San Ramon Valley Republican Woman’s Federation placed wreaths for all the Alamo Cemetery Veterans, for the holidays. United Tree Services performed much needed tree work in our Alamo Cemetery. One pine tree was removed while two others were topped and cut back from the power lines. Four Oaks had their dead wood removed. Have not had any further contact from EBMUD regarding the dirt that EBMUD Superintendent David Arlington leveled instead of removing as was in the TCE agreement. I will reach out to them and get a status update. Hired new employee Martin Alcalá, he comes with landscape experience per his resume.

TRUSTEES REPORT –

McCosker – Organizing tours for the Lafayette Cemetery. Came by the cemetery a couple of times.

Thiessen – Went to the Alamo Cemetery, looks nice and raked. Attended the Wreaths Across America wreath placement ceremony in the Alamo Cemetery and there were a lot of people in attendance. Poinsettias in the entrance urns look nice.

Flood – Noticed some of the stumps have been remove in the Lafayette Cemetery. Has come by the cemetery many times in the last couple of months to sign checks.

OLD BUSINESS – None

NEW BUSINESS

EMPLOYEE HANDBOOK - It was moved by McCosker, second by Thiessen, to approve the updates to the handbook - the District Manager’s name change, the excessive restroom use and being ready for the start of your day when clocking in upon arrival. *Vote:* Ayes – McCosker, Thiessen and Flood. Noes – 0.

SDRMA VOLUNTEERS WORKERS COMP – It was moved by McCosker, second by Thiessen, to approve resolution 2018.001 covering all volunteer workers under the District’s workers compensation policy through SDRMA. *Vote:* Ayes – McCosker, Thiessen and Flood. Noes – 0.

WARRANTS – It was moved by McCosker, second by Thiessen, to approve the November warrants as presented. *Vote:* Ayes – McCosker, Thiessen and Flood. Noes – 0. It was moved by Flood, second by McCosker, to approve the December warrants as presented. *Vote:* Ayes – McCosker, Flood and Thiessen. Noes – 0.

HILL SITE PRICES – It was moved by McCosker, second by Thiessen, to increase the full casket premium hill sites in both cemeteries, to \$2000 over and above the premium front lawn sites. *Vote:* Ayes – McCosker , Thiessen and Flood. Noes – 0.

NEXT MEETING – Monday, February 12, 2018, at 1:00 P.M.

ADJOURNED: 2:37 p.m.