



Tulare Public Cemetery District Regular Board Meeting Minutes Thursday, March 27, 2025



A REGULAR BOARD MEETING WAS HELD ON THURSDAY, MARCH 27, 2025 AT 5:30 PM, IN THE CONFERENCE ROOM, LOCATED AT 900 EAST KERN AVENUE, TULARE, CA.

BOARD MEMBERS PRESENT:

Chairman, Stephen Presant (Steve), Vice Chairman, Carlos Ramos (Charlie), Secretary, Patricia Hitlin (Trish), Treasurer, Michele Lima and Trustee, Xavier Avila

BOARD MEMBERS ABSENT:

None

STAFF PRESENT:

District Manager, Clara Bernardo and Counsel Brian Hughes

1. CALL TO ORDER:

The Regular Board Meeting was called to order at 5:33 pm by Chairman Steve Presant

2. ROLL CALL:

Steve, Charlie, Trish, Michele and Xavier

3. PLEDGE OF ALLEGIANCE:

Vice Chairman, Charlie led the Pledge of Allegiance

4. MOMENT OF SILENCE IN MEMORY OF THOSE WHO HAVE PASSED

5. RECONGNITION OF VISITORS:

20 visitors

6. PUBLIC COMMENTS:

11 public comments

7. TRUSTEE COMMENTS:

4 Trustee comments

8. OPEN SESSION- AUDIT REPORTS, ITEMS OF INTEREST & GENERAL BUSINESS:

(All items are subject for discussion and possible action by the Board.)

Chairman Steve called for recess at 6:17 pm due to disruption

Board returned from recess at 6:25 pm

Charlie motions, Michele seconds to table all open sessions items and go straight to closed session. Vote 4-1 Xavier nay, motion passes

Chairman Steve adjourned to closed session at 6:31 pm

8.1- Approval of Board Meeting Minutes for February 27 and March 7, 2025:

Tabled

8.2- Discussion on Development Impact Fees:

Tabled

8.3- Rosenberg Rules of Order Approval:

Tabled



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8.4- Audit Meeting:

8.4a- Review Audit Committee Report

Tabled

8.4b- Audit Minutes

Tabled

8.5- January and February Financials for 2025:

Tabled

8.6- Annual Audit Report:

Tabled

8.7- Correction of Resolution to Transfer Money for Tulare County:

Tabled

8.8- Proposed Letter of Engagement by an Accounting Firm:

Tabled

8.9- Report on attendance at the recent California Association Public Cemetery conference:

Tabled

9.- DISTRICT MANGER'S REPORT:

Tabled

10- FUTURE AGENDA ITEMS REQUEST:

Tabled

11- CLOSED SESSION:

11.1a- CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation (Gov. Code section 54956.9(d)(2).): (1 potential case).

11.2b- CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code section 54956.8.) Property: North J St Cemetery; Agency Negotiator: Steve Present; Negotiating Parties: City of Tulare; Under Negotiation: Terms of Sale

Board returned from to open session at 7:07 pm

12. OPEN SESSION FROM CLOSED SESSION:

12.1a- Announcement Out (if any)

Board had nothing to report out

ADJOURNMENT:

Chairman Presant adjourned the meeting at 7:08 pm.

Respectfully Submitted,

Patricia Hiten

Board Secretary