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

A REGULAR BOARD MEETING WAS HELD ON THURSDAY, FEBRUARY 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) and Trustee Xavier Avila

BOARD MEMBERS ABSENT:
Trustee, Michele Lima

STAFF PRESENT:
District Manager, Clara Bernardo

1. CALL TO ORDER:
The Regular Board Meeting was called to order at 5:31 pm by Chairman Steve Presant

2. ROLL CALL:
Steve, Charlie, Trish and Xavier

3. PLEDGE OF ALLEGIANCE:
Secretary, Trish led the Pledge of Allegiance

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

5. RECONGNITION OF VISITORS:
18 visitors

6. PUBLIC COMMENTS:
9 public comment

7. TRUSTEE COMMENTS:
2 Trustee comments

8. OPEN SESSION- AUDIT REPORTS, ITEMS OF INTEREST & GENERAL BUSINESS:
(All items are subject for discussion and possible action by the Board.)

8.5- Gopher report:

8.5a- Caddyshack Rodent Service presentation and bids
Brain Silveira gave presentation on the rodent services the business provides. No action taken

8.7- Public Meeting to consider increases of fees for various burial services effective March 1, 2025:
Tabled

8.1- Approval of minutes for Regular Board Meeting January 23, 2025:
Xavier motion, Charlie second to approve minutes of January 23, 2025. Vote 4/0 motion passes

8.2- Audit Meeting:

8.2a- Review Audit Committee Report
Steve grave update

8.2b- Audit minutes of January 15, 2025:
The Audit Committee approved the minutes for January 15, 2025

8.3- December 2024 financials:
Charlie motions, Trish seconds to approve December 2024 financials. Vote 3/1 Xavier nay motion passes

8.4- Tree Issues at Kern:

8.4a- Sanchez Brothers tree bids:
Xavier motions, Charlie seconds to approve to remove the tree with the fungus and create a resolution to transfer $1,850.00 out of the endowment fund. Vote 4/0 motion passes

8.6- Memorial Tree request for Keegan Tripp:
Removed

8.8- Correction on Manager's Contract:
Charlie motion, Trish seconds to correct the District Manager's contract as written. Vote 3/1 Xavier abstain motion passes

8.9- Creation/Change of Committees:
Tabled

9.- DISTRICT MANGER'S REPORT:

9a- the grounds have been aerated and seeded with top soil
9b- Start watering the grounds on March 1st
9c- Sprinklers are fixed
9d- 7 full time employees and 2 part time employees that work at the city
9e- The office doors are open

10- FUTURE AGENDA ITEMS REQUEST:

10a- Public Meeting to consider increases of fees for various burial services
10b- Create a resolution for $1000.00

11- ADJOURNMENT:
Chairman Presant adjourned the meeting at 8:13 pm.

Respectfully Submitted,

Patricia Hixon

Board Secretary