

Alamo-Lafayette Cemetery District

An Independent California Special District

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

**MINUTES
REGULAR MEETING
APRIL 15, 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 1:05 p.m. by Trustee McCosker.

PLEDGE OF ALLEGIANCE

ROLL CALL Present: Trustee/Chair Mary McCosker, Trustee Carolyn Thiessen and Trustee Paul Gardner.
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

DM REPORT –

Attended the California Association of Public Cemeteries, Annual Conference on March 15 and 16, 2024, and was honored and presented with the prestigious Cemeterian of the Year Award.

Received emails from Lou Ann Texiera with LAFCo, Caitlyn Joy with CIMS, a card from Ms. Crissy who owns Crowne Vault's and numerous responses from various peers congratulating me on the award. Met a lovely young lady named Heather Ostrum in the Alamo Cemetery who will keep an eye out at the cemetery and contact me if she sees anything that we should be aware of. PG&E cut the fence in the Alamo Cemetery behind the niches and did not notify the District. It is scheduled to be repaired by May 17, 2024. Minton wanting to sell back sites his family purchased. Wells Fargo Bank is not permitting the District to make deposits into the County's general fund because we are not named on the account. Spoke with the treasurer's office and they will address the problem. The office has received complaints about a spotted black and white dog that is not leashed in the Alamo Cemetery. Signs have been ordered and will be posted in the cemeteries once we receive them. Returned to the cemeteries on three separate occasions – March 24 & 29 and again on April 12 for due to the alarm twice and broker water pipe.

APPROVAL OF MINUTES – It was moved by Gardner, second by Thiessen to approve the minutes of March 11, 2024, as corrected. *Vote:* Ayes – Gardner, Thiessen, and McCosker. Nays – 0.

FINANCIALS –

- a. It was moved by Thiessen, seconded by Gardner to approve the March 2024 warrants as presented. *Vote:* Ayes – Thiessen, Gardner and McCosker. Nays – 0.
- b. Monthly Financials for March 2024, were given to the Board

- c. District fund balance - \$115,732.66

OLD BUSINESS

- a. **No Old Business**

NEW BUSINESS

- a. **Colantuono contract approval** – It was moved by Thiessen, second by McCosker to approve Attorney Michael Colantuono’s contract, to represent the District in its dissolution with LAFCo. *Vote:* Ayes – Thiessen, McCosker and Gardner. Nays – 0.
- b. **Close second entrance at the Alamo Cemetery** – McCosker moved, second by Gardner to approve Trustee Gardner’s landscaper to close the second entrance at the Alamo Cemetery. The Landscaper’s bid must detail the work that will be completed. Also, GM has reached out to a few companies to close the entrance with no response. *Vote:* Ayes – McCosker, Gardner and Thiessen. Nays – 0.
- c. **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. This employment status is due to being hired in 1994 with continuous and uninterrupted employment. *Vote:* Ayes – Thiessen, McCosker and Gardner. Nays – 0
- d. **Reimburse Howard’s Deductible** – It was moved by McCosker, second by Thiessen to approve the reimbursement for DM Howard’s deductible of \$500, for damage to her vehicle that was hit in the Lafayette Post Office parking lot, while picking up district mail. No name or information was left at the scene. DM contacted the Lafayette Police department but there are no cameras in this area. *Vote:* Ayes – McCosker, Thiessen and Gardner. Nays – 0.
- e. **Initiative 1935** – It was moved by Gardner, second by Thiessen to approve resolution 2024.4-01, to oppose Initiative 1935. *Vote:* Ayes – Gardner, Thiessen, and McCosker. Nays – 0.
- f. **DM Howard’s Retirement Plan (a)** – It was moved by Thiessen, second by McCosker to confirm DM Howard’s retirement plan. ALCD Board of Trustees acknowledge that on March 12, 2018, ALCD approved a 401(a) a guaranteed retirement package for DM, vesting over 17-18 years (of which approximately 6 have been served) of service and with a COLA following the San Francisco-Oakland-San Jose Metropolitan CPI-U due to DMs long years of service and loyalty, and to retain DMs services and talents. This executive retention package can only be ended if she retires, is medically retired, or employment is severed legally under DM for-cause employment. *Vote:* Ayes – Thiessen, and McCosker. Nays – 0. Abstain – Gardner.
- g. **Nancy Brewer’s letter regarding the terrible conditions in the Alamo Cemetery** – Trustee/Chair McCosker will address Ms. Brewer’s concern in writing.

COMMENTS FROM TRUSTEES

No comments.

ADJOURN MEETING – 2:49 P.M.

NEXT MEETING: May 13, 2024, at 1:00 P. M. held at the District Office