

Minutes

Roseville Public Cemetery District
Board of Trustees
Regular Meeting
Thursday, June 12, 2025
5:00 p.m.
District Office

The regular meeting of the Roseville Public Cemetery District Board of Trustees was held at the District Office, located at 421 Berry Street, Roseville, California, 95678.

A. **CALL TO ORDER:**

Chairman Howe called the meeting to order at 5:00 p.m.

B. **ROLL CALL:**

Members present: Howe, Fratis, Alameida, Parola and Martinez.

Also present: District Manager Forrey, and Administrative Assistant Sturges

C. **PUBLIC COMMENTS:**

No public comments

D. **APPROVAL OF MINUTES:**

Approved minutes of May 08, 2025

E. **CONSENT AGENDA:**

A motion was made by Alameida and seconded by Martinez to approve the May Consent Agenda. The motion passed 5-0.

F. **CORRESPONDENCE:**

Discussed the correspondence received from Roseville High School.

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

OLD BUSINESS:

1. LAFCO:

Nothing new to report this month, waiting on more information coming in July or August.

2. Credit Card Policy:

A motion was made by Alameida and seconded by Parola to approve the Credit Card Policy. The motion passed 5-0.

3. Watt Ave. Project:

Meeting with attorney at Union to discuss issues with the Watt Ave. Project. Need to talk to County Planner. Meeting with appraiser and fence companies to get estimates.

G. **BOARD DISCUSSION & POSSIBLE ACTION ITEMS:**

NEW BUSINESS:

4. CSDA Annual Conference:

A motion was made by Alameida and seconded by Fratis to approve the attendance at the CSDA Annual Conference. District Manager Forrey can approve whoever would like to attend. Assistant District Manager Riley will be attending. The motion passed 5-0.

5. Purchasing Policy:

A motion was made by Alameida and seconded by Fratis to approve the Purchase Policy with the surplus policy removed. The motion passed 5-0.

6. Surplus Policy:

The board denied the changes to the surplus policy. The current policy will stay as is.

H. **INFORMATION ITEMS:**

7. District Manager's Report:

a. Safety Meeting – The May safety meeting was on First Aid and Vehicle Safety

b. Downtown Tuesday Nights – The crowds have been great and we have received a good amount of donations for Wreaths Across America.

c. Memorial Day Recap – The staff did a great job with Memorial Day. There were a couple of issues with the time and the gates but were quickly fixed. We received almost \$300 for Wreaths Across America.

M. **BOARD MEMBER'S COMMENTS:**

No comments were made.

N. **CHAIRPERSON'S COMMENTS:**

No comments were made.

O. **ADJOURNMENT:**

The meeting was adjourned at 5:33 p.m. The next regular meeting will be held on July 10, 2025.

Secretary, Board of Trustees
Roseville Public Cemetery District