

# **Minutes**

Roseville Public Cemetery District

Board of Trustees

Regular Meeting

**Thursday, December 11, 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, Assistant District Manager Riley

**C. PUBLIC COMMENTS:**

No public comments

**D. APPROVAL OF MINUTES:**

Approved minutes of November 13, 2025

**E. CONSENT AGENDA:**

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

**F. CORRESPONDENCE**

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

**NEW BUSINESS:**

1. Reception Hall Windows:

A motion was made by Alameida and seconded by Martinez to approve the bid from Ace Glass & Window for \$8,005.46. The motion passed 4-0. One member abstained.

**H. INFORMATION ITEMS:**

7. District Manager's Report:

- a. Safety Meeting – The November Safety meeting was on Good Housekeeping
- b. Appreciation Dinner: Great turnout, good time
- c. Christmas Day – Office Closed.
- d. LAFCO – Call scheduled for Monday, January 5, 2025
- e. Watt Ave. Project – Documents notarized – sitting in escrow
- f. Wreaths Across America: 1812 wreaths and 1000 artificial ready to go

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

No comments were made.

**N. CHAIRPERSON'S COMMENTS:**

No comments were made.

**O. ADJOURNMENT:**

The meeting was adjourned at 5:08 p.m. The next regular meeting will be held on January 08, 2026.

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Secretary, Board of Trustees  
Roseville Public Cemetery District