



MINUTES

OF THE **REGULAR BOARD MEETING** OF THE **BOARD OF TRUSTEES**

OF THE **MADERA CEMETERY DISTRICT**

TUESDAY, APRIL 22, 2025, 2:30 p.m.

1301 ROBERTS AVE., MADERA, CA 93637

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT, HELD TUESDAY, APRIL 22, 2025, AT 2:30 P.M. AT THE DISTRICT OFFICE BUILDING IN ARBOR VITAE CEMETERY, LOCATED AT 1301 ROBERTS AVE., MADERA, CA 93637

TRUSTEES PRESENT:

LOIS BETTY
BELVA BARE
DAVID NEMETH
CANDY TALLEY
MICHAEL FRANKLIN

PUBLIC/EMPLOYEES PRESENT:

ARTHUR GARDNER - DISTRICT MANAGER
RONNIE RAMIREZ – OPERATIONS MANAGER
TRACY ISAAK – OFFICE TECHNICIAN
STEPHEN CLOETERS – H.R. GENERALIST

CALL TO ORDER:

Chairperson Lois Betty called the meeting to order at 2:42 p.m. (Start was delayed due to length of Planning Meeting held just prior.)

ROLL CALL OF BOARD:

Chairperson Lois Betty took roll of the Board. Trustees Candy Talley, Lois Betty, Belva Bare, David Nemeth, and Mike Franklin were present.

PLEDGE TO THE FLAG:

Operations Manager Ronnie Ramirez led the room in the Pledge of Allegiance.

CHANGES TO THE AGENDA:

None.

PUBLIC COMMENT ON ANY AGENDA ITEM:

No public comment.

CONSENT CALENDAR:

It was pointed out that on the last page of the minutes of the March 25, 2025 Board Meeting, an agenda item (regarding filling a vacancy on the Board) from the February minutes had erroneously been left in the March minutes and needed to be removed.

Trustee Belva Bare moved to approve the consent calendar with the changes, Trustee Candy Talley seconded, and all voted in favor. The next meeting of the Board will be May 27, 2025.

CORRESPONDENCE:

None

ANNOUNCEMENTS:

None

RECESS TO CLOSED SESSION:

Chairperson Lois Betty asked for a closed session.

RECONVENE TO OPEN SESSION - REPORT OF ANY ACTION TAKEN:

Chairperson Lois Betty reported that no action was taken in closed session.

DISCUSSION/REPORT IF NEEDED ON OPERATIONS OF MCD CEMETERIES:

Operations Manager Ronnie Ramirez reported that things were going well. District Manager Arthur Gardner added that the City of Madera had issued a permit for the solar installation at Arbor Vitae and construction should start soon.

REPORT/DISCUSSION OF ACTION ITEMS FROM PREVIOUS BOARD

MEETING:

District Manager Arthur Gardner asked the Board what they specifically wanted to know about the RDA agreement with the City of Madera. Chairperson Lois Betty said she wanted to know whether everything had worked out.

Mr. Gardner discussed the Health & Safety Code and that the person who pays for an interment right owns the interment right. He reviewed the District's new *Relinquishment and Designation of Interment Right* form that allows a purchaser to designate another party as the owner of the interment right.

REPORT/DISCUSSION OF DISCREPANCIES BETWEEN COUNTY & MCD

REPORTING OF REVENUE:

District Manager Arthur Gardner reported that every three months there is a large discrepancy between the revenue numbers the County reports and the numbers reported by the District office. This appears to be caused by accounting for quarterly transfers from the Preneed Fund. He will continue to investigate and provide more information.

REPORT/DISCUSSION/DECISION ON RESOLUTION 159: NON-RESIDENT FEE

WAIVER POLICY:

District Manager Arthur Gardner presented a policy that would waive the nonresident fee for persons who die while residing outside District boundaries, so long

as they purchased interment rights while living within the District or owned property inside District boundaries and paid property taxes. The practice of waiving the nonresident fee for persons who moved out of the District for medical reasons, but who did not purchase interment rights while a resident, is not allowed under the CA Health & Safety Code.

Trustee David Nemeth moved to approve the resolution, Trustee Candy Talley seconded, and all voted in favor: Chairperson Lois Betty, aye; Vice-Chair Belva Bare, aye; Trustee David Nemeth, aye; Trustee Candy Talley, aye; and Trustee Mike Franklin, aye.

REPORT/DISCUSSION/DECISION ON PRICING FOR MAUSOLEUMS C & D AT ARBOR VITAE:

The Board reviewed the final cost for the construction of Mausoleums C & D and the final cost per crypt. There was a discussion on whether to charge less for the top and bottom rows. Trustee Belva Bare moved to set pricing higher for rows 2 and 3 and for the crypts facing the pool, and to price companion crypts 10% less than the price of two separate single crypts. Trustee Mike Franklin seconded the motion and all voted in favor.

REPORT/DISCUSSION/DECISION ON CANCELATION OF CONTRACTS IN DEFAULT:

This item was tabled for discussion at the May board meeting.

REPORT/DISCUSSION/DECISION ON EXECUTIVE ORDER HOLIDAYS:

The Board reviewed the District's Policy on Presidential Day Off and discussed what it means. Guidance was given to the district manager to consider whether to close on presidential holidays depending on the schedule and workload on those days.

REPORT/DISCUSSION ON LAFCO AND ADDING COUNTRY CLUB AREA INTO MCD'S SPHERE OF INFLUENCE:

District Manager Arthur Gardner said he needs to locate the agreement reached with Chowchilla Cemetery District.

REPORT/DISCUSSION/DECISION ON POLICY GOVERNING TRANSFER OF PRENEED FUNDS INTO GENERAL ACCOUNT:

District Manager Arthur Gardner reported that he had reached out to Atty. Mark Velasquez with a question about handling preneed transfers but hadn't heard back yet. This item will be on the May agenda.

REPORT/DISCUSSION ON CEMETERY SECURITY:

Gatekeeper Ruben Guerra truly cares for the cemeteries and knows to call the sheriff if needed. There was nothing else to report.

REPORT/DISCUSSION/DECISIONS ON INVESTEMENTS FOR ENDWOMENT CARE & PRE-NEED FUNDS:

Trustee David Nemeth had nothing to report.

In March of 2025, the District transferred the entirety of its Endowment Care funds held with the County into Stifel. Later on, interest earned on the EC funds was deposited into the County EC account. Madera County asked whether this money and interest earned on it should be transferred into MCD's general funds. District Manager Arthur Gardner was instructed to write a check to Stifel for the existing balance and to have the County deposit any further EC interest into the general account so that the Endowment Care account with the County can be closed out.

REPORT/DISCUSSION ON AGENDA ITEMS FOR NEXT MONTH'S BOARD MEETING:

Replacing the concrete bench in the mausoleums complex at Arbor Vitae.

ADJOURNMENT: 4:04 p.m.