The Board of Trustees meeting of the Porterville Public Cemetery District held Friday March 28, 2025 at 7:05 a.m. at the District Office.

**PRESENT:** Trustee Phil Larson, Trustee Dolores Garcia, Trustee Steve Chamberlain. Also present Larry McKelvy, Tina Bonilla.

**PLEDGE OF ALLEGIANCE:**

**2024/25 FINALIZED FINANCIAL**

**STATEMENT:** Larry presented the Board with the finalized Financial Statement. After a discussion the Board agreed to accept this as presented. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**BOARD ORDERS:** Trustee Dolores Garcia asked about the defaulted contract that was refunded $5.00. Larry explained that this was what this individual received after she defaulted on this. Larry also explained that this individual had come in and paid this off after receiving this check for $5.00. Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for February 2025 payroll in the amount of $60,367.29 and February 2025 bills in the amount of $21,743.98. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**MINUTES:** **February Minutes**: After review of the minutes for February 2025 the Board moved to have them approved. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried.

**PUBLIC COMMENT:** Jose Gallardo came in and said that the water hose bibs are not working in “W” block and have not worked in a month. Larry informed the Board that these are working at this time, we had a main line valve that was being replaced.

**MISC. DISCUSSION:** **1)** **CAPC Conference Up-date-March 13-15, 2025:** Larry went over the topics that were covered at this conference. Harassment Prevention Training, Are Your Meeting Legally, Brown Act Compliant Agenda’s. Larry also informed the Board that he had received the Cemeterian of the year award and that he was re-elected to the CAPC Board. **2) CAPC Planning Meeting-June 8-9, 2025:** Larry informed the Board that the CAPC Board is meeting June 8 & 9, 2025 for their annual planning meeting and asked if he could attend this without having to use his vacation or sick time to cover this. The Board agreed to let Larry have this time without losing any of his vacation or sick time. This was approved on a motion by Trustee Phil Larson and seconded by Trustee Steve Chamberlain. Motion carried. **3) Tree Removal Quotes:** Larry presented the Board with 3 quotes on this. Cut A Tree $3,600.00, Visalia Tree Service $5,600.00 and Gavin Tolbert’s Tree Service $ 5,200.00. After review of these quotes the Board agreed to use Cut A Tree for this project. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried. **4)** **Bench Spots Big “K” Block:** Larry mentioned that we had a gentleman ask about a bench spot in this section of the cemetery, also that Larry would like to open up more bench spots in this block. The Board asked about sizes and cost on this. Larry informed them that the benches would be the same as we already have and the cost would be the same as others like this and that is $999.00. The Board left this up to management.

**PERSONNEL:** None

**EQUIPMENT:** **3 New Echo Trimmers:** Larry informed the Board that we had purchased 3 gas powered trimmers.

**CEMETERY GROUNDS OPERATION:** **1)** Larry informed the Board of the Burials for February 2025

**SUGGESTION BOX:** None

**OTHER:** **1).** Larry informed the Board that there was a car that hit a tree in the Home of Peace Cemetery and that the driver had taken off and the car was towed, also that there was no damage to cemetery property or headstones. **2).** Larry informed the Board that he had gotten a email from a student at Granite Hills High School asking if him and some of the Law and Justice students could clean the side walk and our fence line. After a discussion the Board asked Larry to find out if this is a school authorized project and who is supervising this, also that if this is authorized and supervised each participant will have to sign a waiver to perform work on district property. **3).** Larry informed the Board that he had been contacted by 5 Star Bank which was at the March Conference and offered their services to take over what the county is providing us.

**ADJOURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 7:50 on March 28, 2025.

**SIGNED BOARD MINUTES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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