

NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY
District Office, 850 Taylor Road, Newcastle, CA 95658
Minutes for the Regular Meeting held April 16, 2024
The agenda was posted on Thursday, April 11, 2024

A. CALL TO ORDER

Chairman Mark Riemer called the meeting to order at 8:00am.

B. ROLL CALL

Trustees Present - Mark Riemer, Grant Kageta, Bill Andersen and Gordon Takemoto

Staff Present - Jeff Forrey and Laurie McAfee

Teleconference - None

Absent - Roy Hebard

Guest(s) - Jimmy Pinocchio (Teleconference at 8:00am, in person at 8:41am)

Public - None

C. PUBLIC COMMENT - None

D. AGENDA REVIEW -

E. CONSENT AGENDA

1. Approval of Minutes for the Workshop meeting on March 12, 2024.
2. Approval of Minutes for the Regular Meeting on March 19, 2024.
4. Approval of payment of the March 2024 Bills in the amount of \$11,229.30.
5. Approval of transfer of March 2024 income to Placer County in the amount of \$35,414.65.

A motion was made by Bill to approve all items on the Consent Agenda. Gordon seconded. All in favor, motion carried.

F. PROJECT UPDATE -

1. Rocklin Cemetery Restroom and Pavilion - Still no drawings to present yet. Jimmy would like to set up a meeting at Rocklin with the two Board Members on the project committee, Mark Riemer and Grant Kageta as soon as he has the drawings. He will reach out to them when he is ready.

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2. Newcastle Pavilion Sidewalk - None
3. Block 7 Project - None

G. MANAGERS REPORT -

1. Budget Committee Meeting - Jeff informed the Board that on 4/18/2024, the Office Manger, two Foreman and himself will be meeting to start review for the upcoming 2024/2023 Fiscal Year Budget. He wanted direction on when the Budget Committee would like to meet. The Committee informed him that either 5/13 or 5/14 would be acceptable and to send out an email when Jeff selects the date.
2. Wells Fargo Checking Update - Jeff checked in with Wells Fargo to see if we can set a limit of \$1,500.00 on any check being cashed in the effort to prevent a fraudulent check from getting through. The bank does not offer that ability but they do have something called "Analyzed Business Checking" which would mean that each check being cashed or submitted for deposit would be closely reviewed. However this does come at a high cost and the bank recommended that with our low volume and that the County also issuing checks for us, it may not be in our best interest. It was also addressed that the bank has and has had the company name listed incorrectly as Newcastle Rocklin Goldhill Cem for a long time which is why the first two batches of checks they sent were incorrect. In order to correct the name it will require the Board and something from the Secretary of State listing what our legal name is. Jeff suggested that if we move forward with trying to correct the name it might benefit us to change banks completely since we have had so many issues in dealing with Wells Fargo. The Board directed Jeff to look into other banks. As for the unusable checks that were previously sent, a list of check number ranges will be documented and signed off by two employees then taken to the bank to be destroyed.
3. Public Agency Retirement Services (PARS) - Mark and Jeff attended a Web Ex meeting with a PARS representative. Their feedback is that it would be a good idea to look further into investing into the program as they have had a lot of success in their investments. Jeff informed the Board that he spoke with Andrew Sisk who is the Placer County Auditor Controller. He informed Jeff that Placer County does utilize PARS and they have experienced good results. He offered to speak with the Board. The Board requested that Jeff see if he can set up having Andrew attend the next Board meeting.

H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS -

1. Rocklin Cemetery Restroom and Pavilion - No action at this time.
 - a. Design/Plans

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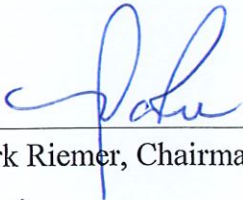
2. Newcastle Pavilion Sidewalk -

- a. Bids - Two bids were received and opened. The first bid was from M3 Construction in the amount of \$158,175.00 with a deductive alternate to extend the parking lot in the amount of \$55,000.00. The second bid was from TCW Concrete Company in the amount of \$53,444.00 with the deductive alternate in the amount of \$20,244.00. However, the bid from M3 was totaled incorrectly and for TCW, the bond was not signed. Jimmy also noted that TCW only has a class C8 license rather than a General A or General B. The Board and Jimmy felt these were minor issues but it was requested that Jeff contact our attorney to confirm. Gordon made a motion to move forward with the bid from TCW contingent upon Jeff reaching out to our attorney to confirm that the error in TCW not having signed the Bond or having a class A or B license is an issue. Grant seconded. All in favor, motion carried.

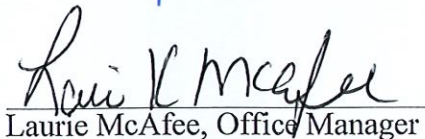
I. REVIEW OF CORRESPONDENCE TO THE DISTRICT - None

J. TRUSTEE QUESTIONS & COMMENTS - None

- K. **ADJOURNMENT** - Gordon made a motion to adjourn the meeting. Bill seconded. All in favor, motion carried. Meeting adjourned at 9:05am.



Mark Riemer, Chairman



Laurie McAfee, Office Manager