Oroville Cemetery District Board of Trustees

**District Office, 5646 Lincoln Boulevard, Oroville, CA 95966**

# Minutes for Regular Meeting

## Monday, October 24, 2022 @ 5:00 p.m.

The agenda was posted on Friday, October 21, 2022

**A. CALL TO ORDER**

Chairman Bruggeman called the meeting to order at 5:08 p.m.

**ROLL CALL**

Present: Trustees Broderson, Bruggeman, Herr and Wisterman

Absent: No One

Others: Cheryl Smith/District Manager

**B**. **PUBLIC COMMENT – None**

#### C. Consent Agenda

1. Approval of Minutes for the Regular Meeting on September 26, 2022.

2. Approval of Warrants: 22006 through 22054 in the amount of $59,860.58.

A motion was made by Trustee Herr and seconded by Trustee Broderson to approve the Consent Agenda as presented.

AYES: Trustees Broderson, Bruggeman, Herr and Wisterman

NOES: No One ABSENT: No One ABSTAINED: No One

**D. MANAGER’S REPORT**

3. Manager’s Report, Oct 24, 2022

2022-2023 Budget Review (Fund No. 2250)

|  |  |
| --- | --- |
| F-2250 | FY-T-D |
| Revenue | $148,800.54 |
| Expenditures | $355,514.40 |

Fund Nos. 2251, 2252 & 2255 FYTD

|  |  |  |
| --- | --- | --- |
| F-2251 | F-2252 | F-2255 |
| EC – Principal | EC – Interest | Pre-Need |
| $1,660,831.58 | $474,370.42 | $1389,303.53 |

Stifel Accounts Sept 2022

|  |  |
| --- | --- |
| Principal | Interest |
| $113,698.18 | $190,539.67 |

District Burials Oct 2022

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Full | Ash | Infants | Disint | Total | Y-T-D | P/N F | P/N A |
| 11 | 13 | 0 | 0 | 24 | 59 | 6 | 4 |
| 37% | 63% |  |  |  |  | 10 | 11 |

Manager Position Recruitment Timeline

* Advertising the position in Oct/Nov – Indeed, ZipRecruiter, LinkenIN

**E. Business**

4. **Review and possible action to utilize a title company to provide “right-of-way dedication,” in order for Wyandotte Surveying project to move forward**

Keith Doglio is recommending we get a title report, that includes all property lines and easement information from a title company. Doglio did research information provided by Butte County, but it did not provide the missing right-of-way information. He recommends we hire a title company.

Recommendation: Approve hiring a Tile Company to research the right of way.

A motion was made by Trustee Wisterman and seconded by Trustee Broderson to approve hiring a title company to research the missing right of way and include all property lines and easement information.

AYES: Trustees Broderson, Bruggeman, Herr and Wisterman

NOES: No One ABSENT: No One ABSTAINED: No One

**F. Trustees Questions & Comments - none**

**H. ADJOURNMENT – 5:26 pm**

The next regular meeting of the Oroville Cemetery District Board of Trustees on November 28, 2022, is canceled. A Special Meeting is scheduled for Monday, November 21, 2022, at 5:00 p.m. at the District office located at 5646 Lincoln Boulevard, Oroville, California.

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Jim Bruggeman, Chairman Mark Wisterman, Vice Chairman

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Cheryl Smith, Secretary