

AUBURN PUBLIC CEMETERY DISTRICT

1040 COLLINS DRIVE • P.O. BOX 4357 • AUBURN, CALIFORNIA 95604
(530) 885-5922 • FAX (530) 885-5938 EMAIL admin@auburncemetery.com

REGULAR BOARD MEETING MINUTES

July 8, 2025, at 9:00 A.M.

District Office - New Auburn Cemetery - 1040 Collins Drive -Auburn, Ca. 95603

A. Call To Order: 9:04 AM

B. Roll Call of The Board: Present were Trustees Terry Cooney, Earl Wilson, Michael Otten, Melinda Herzog-Landrith and Lori Tompkins

C. Public Comment on Any Agenda Item – The Chair called for public comment; no public was present to address the Board.

D. Consent Calendar:

1. Approve Minutes for the June 10, 2025, Regular Board Meeting.
2. Approve Check Registry/Warrants for June 1 through June 30, 2025.

MOTION: Otten/Wilson to approve consent calendar as presented: Unanimously Passed.

E. Informational Items:

1. District Manager's Monthly Report:
 - i. General Updates.
 - ii. Information and Notices.
2. Financial Report.

Manager's report given: The District Manager reviewed burial and maintenance activity for the month; This included the completion of the goats clearing the undeveloped property at the New Cemetery, information regarding upcoming District Cemetery seminars, the introduction of the KnoxBox to aid the Auburn Fire Department in accessing the cemeteries in case of emergencies, an Eagle Scout project to repair many of the flag pole holes used to line the roadways for Memorial Day, new use of a de-thatcher to assist in the irrigation of the cemeteries, and to report used furniture and trash that was dumped on District Property.

Financial report given, no queries to report.

F. Board Discussion and Possible Action Items: Items 3 and 4 are continued from the Regular Board Meeting on June 10, 2025

1. Review of the 2025/2026 Preliminary Budget. **Discussion/Action: Discussion only, no action taken.**
2. Review the 2025-2026 Auditor/Controller MOU with the District. **Discussion/Action.**

MOTION: Wilson/Otten to approve as presented: Unanimously passed.

3. Review the addendum language of the District's marker regulations. **Discussion/Action: Postponed due to lack of time to Special Meeting on July 16, 2025.**
4. Discussion of changing the day of the District's Regularly Scheduled Meetings. **Discussion/Action: Postponed due to lack of time to Special Meeting on July 16, 2025.**

G. Recess to Closed Session: 11:35 AM

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H. Closed Session:

1. Pursuant to Section 54957 of Government Code, Update and Discussion of negotiations with the IUOE, Local No. 39.

I. Reconvene to Open Session: 11:40 AM

J. Report Any Action Taken in Closed Session: No action taken.

K. Board Comments, Concerns, and Informational Matters: None to report.

L. Adjournment: 11:41 AM

The next scheduled Board of Trustees meeting will take place Tuesday, August 12, 2025, at 9:00 am.

These minutes have been certified and posted in accordance with the Brown Act.

Katelan Sweeney

Clerk of the Board and District Manager