

Vacaville-Elmira Cemetery District Board of Trustees, July 7, 2026

Chairman Rushford called the meeting to order at 4:00pm.

Present: Ronald Rushford, Elota Dorjahn, Wendy Wigmore and Milton Steck and Aaron Love

Staff Present: Heather Strachan, Klorisa Sanchez and Jose Franco **Also Present:** Sandra Wheeler, Lisa Nouchi, Jerry Olive

Minutes: Wigmore moved to approve minutes for June with one correction the start time was mistakenly put as 3pm and it should be 4pm, Dorjahn seconded.

Claims: Wigmore asks why they claims are higher than normal. Strachan states that our workers/comp and property/liability renewals were paid during that period. Dorjahn moved to approve the claims for June, Wigmore seconded.

Correspondence: Board secretary conference flyer: Strachan shared the pamphlet from the CSDA sharing that the annual conference will be held in Santa Barbara from November 3rd to 5th if anyone would like to attend. Strachan also adds that just before the meeting she received a flyer from the CA Association of Public Cemeteries regarding the annual education seminar which will be held October 10th in Burlingame.

Old Business: none at this time

New Business: 1. Annual report – Stifel investments: Sandra begins by having the board look at the report she sent. She explains about bond rates and talk of the fed lowering rates and how that affects investments. She explains how the district has an interest account that we can pull from anytime but since our district is so financially responsible, we have not needed to. We have bonds that are laddered, and she will continue to reinvest them that way for the District. The pre-need account is currently at \$578k with a 4.35% yield, the endowment principle is just over \$1.8 million with a 4.39% yield and the endowment interest is at \$572k with a 4.24% yield. Sandra reminds the board that interest from the endowment principle is swept to the endowment interest account. The endowment interest can be used if there should be a financial need. Sandra directs the boards attention to the snapshot showing that our total return is at 4.35% Wigmore asks if we invest more, which account does Sandra think we should add to. She recommends the endowment account first, then pre-need. Discussion. The board thanks Sandra for her time. 2. Annual report – LPL Financial: Lisa begins handing the board a printed report and informed the board. She reminds the board that funds with her are in CD's vs bonds as they can be FDIC insured if kept under 250K each. Our current portfolio is valued at just over \$2.2 million. We have multiple CD's that have laddered maturity dates with a couple coming due this month. After some discussion it is decided that Lisa will reinvest them in CD's laddered from 2 to 5 years. Discussion. The board thanked Lisa for her time. 3. Election of Officers for FY 2026/27: Wigmore nominates Rushford as Chairman, Steck seconds, Rushford accepts. So moved. Wigmore nominates Steck as Vice-Chairman, Rushford seconds, Steck accepts. So moved. Wigmore nominates Dorjahn as Secretary, Love seconds, Dorjahn accepts. So moved.

4. Financial report District FY 2025/2026: Strachan hands out the report and shares that we had a very good year for plot sales, exceeding the anticipated amount by \$111,000. Of the total plot sales for FY

2025/2026 our plot sales were \$341,750. 30% of that will be transferred to the future capital reserves account for the development of cemetery 2 which brings the total of that account to \$866,953 Discussion. Strachan continues that the payment to CPPT trust for our CalPERS unfunded liability didn't get processed in time so the difference in budgeted vs actual funds is off by \$100k It has since been processed by the county and the trust administrators and will be reflected in the budget for FY 2026/27

Public Comments: Jerry Olive states he went through the District's board minutes that are posted online and noted that in December 2025 there was discussion about a license plate reading camera that was tabled until the next meeting but wasn't mentioned in the next months minutes. Strachan states that she recalls discussing this with the board and that perhaps it was via email and she neglected to mention it in the minutes. Love and Wigmore also recall this conversation.

Trustee Comments: Wigmore asks if our insurance would be lowered by having the license plate reading camera at the entrance. Strachan states we already have a discount for having a monitored system so she does not believe that would lower if further.

Staff & Management Comments: Sanchez says she is happy to have Strachan back from jury duty and that she's not sure how Strachan was able to do the job by herself for several months without a second person in the office. Franco thanked the board for their COLA increases. Strachan shared that we had 17 burials in June 9 of them were cremations.

Adjournment: Having no further business to discuss, Rushford adjourned the meeting at 5:02pm

Respectfully submitted by

Heather Strachan, District Manager and Clerk to the Board