

Vacaville-Elmira Cemetery District Board of Trustees, October 13, 2026

Chairman Rushford called the meeting in order at 4:01pm.

Present: Ron Rushford, Wendy Wigmore, Milton Steck and Elota Dorjahn **Excused Absence:** Aaron Love

Staff Present: Heather Strachan and Jose Franco

Minutes: Wigmore moved to approve minutes for July, Dorjahn seconded.

Claims: Rushford moved to approve the claims for July, Steck seconded. Wigmore moved to approve the claims for August, Steck seconded. Wigmore moved to approve the claims for September, Steck seconded.

Correspondence: 1. SDRMA letter: Strachan shared that Special District Risk Management Authority sent a letter congratulating us on having zero work/comp and zero property/liability claims. 2. Public Cemetery Alliance fall update: Strachan gave the newsletter for review and reminded the board that she also emailed it to them.

Old Business: 1. Road work/maintenance: Strachan states the road patching and seal coating was completed and she was very happy with the contractor's work. She stated she opted to have the speed bumps painted white instead of just striping them like before since we have had several instances of people tripping on them. Dorjahn expressed approval with that decision and states it looks cleaner and more professional. 2. Infant section expansion (block 31B): Strachan shared the update regarding scheduling and delays. Discussion. Strachan will mail a letter to Saitta Construction expressing the District's expectations. 3. Tree Maintenance: Strachan shared that the work has begun and they have been great about communicating and scheduling. Their work has been clean and efficient. She also states that we have had them dump all the wood chips on the grounds for us as we can use them for the Monarch Waystation project. Strachan also shared that the Salesperson, Micaela, is giving us complimentary treatment for several trees that need a boost.

New Business: 1. Columbarium addition: Strachan states that unfortunately the vendors for niches didn't get back to her in time to be able to present at this meeting. She does remind the board the placement will be on the east side of the grounds along the wall that separates us from the neighborhood. Tabled until December.

Public Comments: none present

Trustee Comments: Steck thanked Strachan for the spreadsheet with the burial statistics.

Staff & Management Comments: Strachan did share that a license plate reading camera would not lower our insurance premium. Wigmore had asked about it at a previous meeting. Strachan asks if the board would like to choose a date for our Christmas lunch and shared a few options. It is decided to have the luncheon on Friday December 11th at noon.

Closed Session: Public employee personnel matter – Pursuant to California Government Code Section 54957 (b)(1) – Discussion of public employee appointment, employee, evaluation of performance, discipline, or dismissal, as applicable.

Reconvene to Open Session: No reportable action was taken during closed session.

Adjournment: Having no further business to discuss, Rushford adjourned the meeting at 4:40pm.

Respectfully submitted by

Heather Strachan, District Manager – Secretary to the Board