

**Castroville Cemetery District**  
P.O. Box 722  
Castroville, CA 95012  
Phone (831) 633-5186 Fax (831) 633-5188

**Special Meeting**

**Called to Order** at \_\_\_\_\_ pm by \_\_\_\_\_

Meeting on Tuesday February 13<sup>th</sup> 2024, to be held at **North County Recreation and Park 5:30pm**

Close Session:

**1) District Manager Evaluation:**

Open Session:

**Regular Meeting Agenda**

Meeting on Tuesday February 13<sup>th</sup> 2024, to be held at **North County Recreation and Park 6:00pm**

**Called to Order** at \_\_\_\_\_ pm by \_\_\_\_\_

<b>Roll Call:</b>	Chairperson:	Grant Leonard	_____
	Trustee:	Mary Paredes	_____
	Trustee	Debbie Torres	_____
	Trustee	Pepe Jimenez	_____
	Trustee	Rachel Torres	_____

**Correspondence:** None

**Approval of Minutes:**

January 9<sup>th</sup>, 2024, Meeting Minutes.

Approved\_\_ Denied\_\_ Tabled\_\_ 1<sup>st</sup> by: \_\_\_\_\_, 2<sup>nd</sup> by: \_\_\_\_\_ All in favor.

**Public Comments:** (Limited to three (3) minutes)

Pursuant to the laws of California, this portion of the meeting is reserved solely for persons to address the Board on any matter not on this agenda under the jurisdiction of the Board of Directors. Board members may respond briefly to statements made or questions posed. They may ask a question for clarification and then make a referral to the DM for factual information or request the DM to report back to the Board at a future meeting.

**Staff Reports:**

(Informational Only)

- |                                      |                    |
|--------------------------------------|--------------------|
| 1) Balance Sheet                     | 2) Profit and Loss |
| 3) Accounts Receivable               | 4) Check Detail    |
| 5) Profit and Loss Budget vs. Actual |                    |

**Old Business:**

- 1) **District Manager Wages review:** pgs.10-12

Approved\_\_ Denied\_\_ Tabled\_\_ 1<sup>st</sup> by: \_\_\_\_\_, 2<sup>nd</sup> by: \_\_\_\_\_ All in favor.

**New Business:**

1) **Reposed unpaid cemetery lots:** Sylvia and Cesar Rivas, and Sylvia Valdez  
Approved\_\_ Denied\_\_ Tabled\_\_ 1<sup>st</sup> by: \_\_\_\_\_, 2<sup>nd</sup> by: \_\_\_\_\_ All in favor.

2) **700 forms due April 2:**

**Review of Reports:**

1) Review January 10 to February 13, 2024, Checks #4036-4052, electronic payments, credit card payments and Petty cash expenses.

Approved\_\_ Denied\_\_ Tabled\_\_ 1<sup>st</sup> by: \_\_\_\_\_ Discussion 2<sup>nd</sup> by: \_\_\_\_\_ All in favor.

Comments\*\*\*

Adjourned at \_\_\_\_\_ pm 1<sup>st</sup> by: \_\_\_\_\_ 2<sup>nd</sup> by: \_\_\_\_\_ All in favor.

**Next Meeting**

**Date:** March 12<sup>th</sup>, 2024

**Time:** 6:00pm

**Place:** North County Recreation and Park