

Sanger/Del Rey Cemetery District

Regular Meeting – Board of Trustee’s
March 18, 2026
Sanger/Del Rey Cemetery District, 1:00 P.M.
568 South Rainbow Avenue
Sanger, CA

AGENDA

Any Agenda item may be discussed in a different order, if necessary. The Board may take action whether items are listed as action, information or discussion.

<u>AGENDA ITEM</u>	<u>Staff Recommended Action</u>
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1. **Call to Order** – Determination of quorum – President

2. **Recognize and Hear From Visitors**

This portion of the meeting is reserved for persons wishing to address the Board on items within its jurisdiction but not on this Agenda. NOTE: Prior to action by the Board on any item on this agenda, the public may comment on that item. Unscheduled comments may be limited to 3 minutes.

All items on the Consent Agenda are considered to be routine and non-controversial by Cemetery staff and will be approved by one motion if no member of the Board or public wishes to comment or ask questions. Items pulled from the Calendar will be considered separately.

3. **Communications/Correspondence** Information

None

4. **Consent Agenda:** The following items will be Approved as one item if they are not excluded from the motion adopting the consent. **Motion to Approve Consent Calendar**

(a) **Minutes** – Review/amend and approve Minutes of the prior meeting – January 21, 2026

(b) **Meeting Schedule** – 2026 Review meeting dates **Motion to Approve Information**

5. **Bills Paid/Deposits Received** **Motion to Ratify**
Review and ratify bills paid/deposits received in January/February 2026.

AGENDA ITEM

**Staff
Recommended Action**

- 6. Conference/Education Schedule**
Review for information

Information

NEW BUSINESS –

- 7. AMENDMENT TO POLICY 606.4**
(Interim General Manager)

Motion to Approve

- 8. REPORTS**
a) Cemetery Operations
Gate Closure

Information

- b) Cemetery Operations
McMullen Burial Right

Information

- 9. CLOSED SESSION -**
None needed

- 10. OTHER BUSINESS**

Comments:

- (a) Public
(b) Staff
(c) Management
(d) Trustees

Information

Information

Information

Information

- 11. ADJOURNMENT –**

Motion to Approve

Upon request agendas will be made available in alternative formats to accommodate persons with disabilities. Please make your request to the District Manager, specifying your disability and the format in which you would like to receive this agenda or future agendas as well.

Sanger/Del Rey Cemetery District

[2]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT: RECOGNIZE AND HEAR FROM VISITORS

SUMMARY:

This is the portion of the meeting that is reserved for persons desiring to address the Board on any matter not otherwise on the agenda and within the oversight jurisdiction of the Board. Speakers shall address all comments to the President and the Board as a body and not to any particular Board Member or member of the staff. Speakers should limit their comments to three (3) minutes.

BACKGROUND/COMMENTS:

Public agencies are required by law to provide an opportunity for the public to address the Board of Trustee's on issues of concern whether or not those issues appear on the agenda.

FINDINGS:

At the time of posting of this agenda no advance requests to address the Board have been made.

Sanger/Del Rey Cemetery District

[3]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT: COMMUNICATIONS AND CORRESPONDENCE

SUMMARY:

None.

BACKGROUND/COMMENTS:

None.

FINDINGS:

None.

Sanger/Del Rey Cemetery District

[4.a]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT: BOARD MINUTES OF December 17, 2025, January 21, 2026, January 30, 2026,
February 19, 2026 and corrected November 2025

SUMMARY:

Review and consider approving the draft of the minutes of the January 21, 2026 Regular board meeting of the Board of Trustee's and the December 17, 2026, January 30, 2026, and February 19, 2026 Special board meeting of the Board of Trustee's

BACKGROUND:

The draft of the minutes of the referenced meeting is included in this agenda.

Management believes that the draft of the proposed Minutes correctly reflects the actions taken by the Board of Trustee's at the referenced meeting.

OPTIONS:

1. Approve the minutes, or
2. Make corrections, and then approve the minutes as corrected.

FINDINGS:

None

RECOMMENDED ACTION:

The Board of Trustee's approve the draft of the minutes of the referenced meeting, as presented or as corrected.

Respectfully Submitted:

Paul Hernandez, Interim General Manager

**MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF TRUSTEES
SANGER/DEL REY CEMETERY DISTRICT
December 17, 2025**

The Board of Trustees of the Sanger/Del Rey Cemetery District met for its regular Board Meeting on December 17, 2025 at the Sanger/Del Rey Cemetery District office Boardroom, Sanger, California at 1PM.

The following were present:

Trustees:

Mark Johnson, President
Richard Bubenik, Treasurer
Renee Gonzalez, Secretary

Staff:

Paul Hernandez, Interim General Manager
Samantha Araujo, Administrative Assistant

Item 1.0 – Call to Order

President Johnson called the meeting together with a quorum at 1:04 p.m.

Item 2.0 – Recognize and Hear from Visitors

Item 3.0 – Communications/Correspondence

None.

Item 4.0 – Agreement and Resolution for Columbarium 2509

Interim GM Paul Hernandez gave a verbal report on the new contract changes adding new dates and New District Agreement between Christy Vault / TC Construction & Design.

A motion was made by Treasurer Rick Bubenik, and second by Secretary Rene Gonzale to approve the consent agenda.

MSC Bubenik/Gonzalez 3 ayes

At 1:16p.m. on December 17, 2025 the Meeting of the Board of Trustees was adjourned.

Approved:

Rene Gonzalez, Secretary Date

NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES

January 21, 2026 – Regular Meeting, Sanger, CA. 1PM.

MINUTES OF THE MEETING OF THE REGULAR BOARD OF TRUSTEES SANGER/DEL REY CEMETERY DISTRICT January 21, 2026

The Board of Trustees of the Sanger/Del Rey Cemetery District met for its regular Board Meeting on January 21, 2026 at the Sanger/Del Rey Cemetery District office Boardroom, Sanger, California at 1PM.

The following were present:

Trustees:

Mark Johnson, President
Richard Bubenik, Treasurer
Renee Gonzalez, Secretary

Staff:

Paul Hernandez, Interim General Manager
Samantha Araujo, Administrative Assistant

Consultants:

Meggin Boranian, District Counsel, Fike & Boranian

Item 1.0 – Call to Order

President Johnson called the meeting together with a quorum at 1:05 p.m.

Item 2.0 – Recognize and Hear from Visitors

None

Item 3.0 – Communications/Correspondence

Mark Johnson gave a verbal announcement that former General Manager, Ken Sonksen has been nominated for Honorary Membership through California Association of Public Cemetery.

MINUTES OF THE MEETING OF SPECIAL BOARD OF TRUSTEES SANGER/DEL REY CEMETERY DISTRICT Jan 30th, 2026

The Board of Trustees of the Sanger/Del Rey Cemetery District met for its Special Board Meeting on January 30, 2026 at the Sanger/Del Rey Cemetery District office Boardroom, Sanger, California at 1PM.

The following were present:

Trustees:

Mark Johnson, President
Richard Bubenik, Treasurer
Renee Gonzalez, Secretary

Staff:

Paul Hernandez, Interim General Manager
Samantha Araujo, Administrative Assistant

Item 1.0 – Call to Order

President Johnson called the meeting together with a quorum at 12:56 p.m.

Item 2.0 – Recognize and Hear from Visitors

Garry Riezbos, Certified Public Account with Adair & Evans.

Item 3.0 – Communications/Correspondence

None.

Item 4.0 – Adair & Evans – Audit Report 2024/2025

Garry Riezebos, CPA with Adair & Evans presented the 2024/2025 Audit Report and gave a verbal report. The Board of Trustees asked questions, and CPA Garry Riezebos answered them.

A motion was made by Secretary Rene Gonzalez, and second by Treasurer Rick Bubenik to approve to receive and file 2024-2025 Audit Report presented by Adair & Evans.

MSC

Gonzalez/Bubenik

3 ayes

Item 5 – Other Business

None

At 1:34 p.m. on January 30, 2026 the Meeting of the Board of Trustees was adjourned.

Approved:

Rene Gonzalez, Secretary

Date

NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES

March 18, 2026 – Regular Meeting, Sanger, CA. 1 PM.

MINUTES OF THE MEETING OF SPECIAL BOARD OF TRUSTEES SANGER/DEL REY CEMETERY DISTRICT February 19th, 2026

The Board of Trustees of the Sanger/Del Rey Cemetery District met for its Special Board Meeting on February 19, 2026 at the Sanger/Del Rey Cemetery District office Boardroom, Sanger, California at 1PM.

The following were present:

Trustees:

Mark Johnson, President
Richard Bubenik, Treasurer
Renee Gonzalez, Secretary

Staff:

Paul Hernandez, Interim General Manager
Samantha Araujo, Administrative Assistant

Item 1.0 – Call to Order

President Johnson called the meeting together with a quorum at 1:12 p.m.

Item 2.0 – Recognize and Hear from Visitors

Item 3.0 – Communications/Correspondence

None.

Item 4.0 – Resolution Number 2602 -Adopting CAPC Nomination for Ken Sonksen for Honorary Membership.

Interim General Manager Paul Hernandez gave a verbal report and presented the CAPC Nominating Letter to the Board. The Board of Trustees asked questions, and Interim GM Mr. Hernandez answered them.

A motion was made to approve CAPC Nomination for Ken Sonskens for Honorary Membership and authorize President Johnson to execute Resolution No. 2602.

MSC

Bubenik/Gonzalez

3 ayes

Item 5.0 – Policy 606.4 – Repurchase or Burial Rights

Interim General Manager Paul Hernandez gave a verbal report to enhance Policy 606.4 regarding the Transferring and the repurchases of graves.

Item 6.0 – Closed Session

The Board went into Closed Session at 1:43pm. The Board came out of Closed Session at 1:50pm. They reported that there was direction given, and nothing to report.

Item 7.0 – Other Business

None

At 1:56 p.m. on February 19, 2026 the Meeting of the Board of Trustees was adjourned.

Approved:

Rene Gonzalez, Secretary

Date

NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES

March 18, 2026 – Regular Meeting, Sanger, CA. 1 PM.

Sanger/Del Rey Cemetery District

[4.b]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT: MEETING SCHEDULE - 2026

SUMMARY:

A current schedule of regular meetings for 2026 is on the following page.

BACKGROUND:

At the beginning of each year the Board needs to review and approve the meeting schedule for the upcoming year.

FINDINGS:

The times shown moves the regular meetings of the Board of Trustees to the third Wednesday and begin at 1:00 p.m.

RECOMMENDED ACTION:

Board of Trustee's comment on proposed schedule, make appropriate adjustments, and approve meeting schedule for 2026.

Respectfully Submitted

Paul Hernandez, Interim General Manager

**Schedule of 2026
Sanger/Del Rey Cemetery District
Regular Meetings**

January	21st	Regular Meeting	District Office
March	18 th	Regular Meeting <i>(GM Evaluation Initiation)</i>	District Office
April	15 th	Regular Meeting <i>(GM Evaluation)</i>	District Office
May	20 th	Regular Meeting <i>(District Goal Development)</i>	District Office
June	17 th	Tentative Meeting	District Office
July	15 th	Regular Meeting <i>(Final Budget Meeting)</i>	District Office
September	16 th	Regular Meeting	District Office
October	21 st	Regular Meeting	District Office
November	18 th	Regular Meeting	District Office

Sanger/Del Rey Cemetery District

[5]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT: BILLS PAID/DEPOSITS RECEIVED

SUMMARY:

Request for Board review and ratification of bills paid and deposits received during January/February 2026.

BACKGROUND:

Attached is a list of the bills paid and receipts received during the months listed above.

FINDINGS:

The attached list of bills was paid in accordance with established District policy. The payments were made from the General checking account at Fresno County Auditors office and the petty checking account at WestAmerica Bank in Sanger. The deposits were also made at WestAmerica Bank in Sanger. At the request of the Board the sales breakdown of the deposits has been condensed to allow easier viewing.

RECOMMENDED ACTION:

The Board of Trustee's:

1. Review the attached listings.
2. Ask about any items that need clarification.
3. Ratify payment of the bills and deposits, as attached hereto.

Respectfully Submitted

Samantha Araujo, Administrative Assistant

Jan 2026

Bank Deposit	Deposit Date	Receipts	Cash	Date	Received From	Decedent	Cash Deposits	O & C	Vaults	Sales Tax	Endow	Stone	Non-Res	Misc.	Total Sum
		478729	\$ 4,208.46	1/5/2026	Marie Ramirez	Inter:Rachel Ramirez 133-12-6	\$ 1,220.00	\$ 1,220.00	\$ 1,360.00	\$ 108.46	\$ 300.00				\$ 4,208.46
		BadDebt	\$ (2,421.13)	12/5/2025	Carlos Aguilera	Inter: Consuelo Aguilera 104-13-5		\$ (1,255.00)	\$ (1,080.00)	\$ (86.13)					\$ (2,421.13)
		478730	\$ 3,146.13	1/5/2026	Jessie Hernandez	Inter:Rachez Chavez 113-2-5		\$ 1,255.00	\$ 1,080.00	\$ 86.13			\$ 725.00		\$ 3,146.13
		478731	\$ 1,520.00	1/5/2026	Carmen & Grace Espino	(1)Grave 107-8-5	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478732	\$ -	1/5/2026	Void										\$ -
		478733	\$ 3,556.13	1/5/2026	Heather Harden	Inter:Betty Boyer 120-6-4		\$ 1,220.00	\$ 1,080.00	\$ 86.13		\$ 445.00	\$ 725.00		\$ 3,556.13
		478734	\$ 3,906.13	1/5/2026	Timmy Montoya	Inter:Juan Roderiques 118-12-1	\$ 1,220.00	\$ 1,220.00	\$ 1,080.00	\$ 86.13	\$ 300.00				\$ 3,906.13
		478735	\$ 3,943.46	1/5/2026	Frank Sandoval	Inter: Anthony Martinez 132-6-10 Bal	\$ 920.00	\$ 1,255.00	\$ 1,360.00	\$ 108.46	\$ 300.00				\$ 3,943.46
		478736	\$ 585.00	1/6/2026	Jane Okada	Inuri: Jurji Tanaka 500-1-9-Niche								\$ 585.00	\$ 585.00
		478737	\$ 390.00	1/6/2026	Casacca Marble & Granite	Setting:Guy Allen Todd 10-14-5-1						\$ 390.00			\$ 390.00
		478738	\$ 1,130.00	1/6/2026	Jazmin Acuan	Bench: Anthony Martinez 132-6-10								\$ 1,130.00	\$ 1,130.00
		478739	\$ 400.00	1/6/2026	Jose Garcia	Setting: Erica Garcia 132-1-2						\$ 400.00			\$ 400.00
\$	22,785.31	1/6/2026	\$	20,364.18											
		478740	\$ 1,985.52	1/6/2026	Margaret Roquemore	Inter Patricia Vasseur 74-12-7		\$ 615.00	\$ 320.00	\$ 25.52	\$ 300.00		\$ 725.00		\$ 1,985.52
		478741	\$ 1,502.00	1/8/2026	Jose Curiel	(1)Grave 121-10-6	\$ 1,202.00				\$ 300.00				\$ 1,502.00
		478742	\$ 3,906.13	1/9/2026	Margie Ponce	Inter: Mary Garcia 136-16-6	\$ 1,220.00	\$ 1,220.00	\$ 1,080.00	\$ 86.13	\$ 300.00				\$ 3,906.13
		478743	\$ 2,421.13	1/9/2026	Carlos Aguilera	Inter: Consuelo Aguilera 104-13-5		\$ 1,255.00	\$ 1,080.00	\$ 86.13					\$ 2,421.13
		478744	\$ 535.00	1/9/2026	Cobley Campbell	Setting: Kelly Campbell D-16A-7						\$ 535.00			\$ 535.00
		478745	\$ 1,555.00	1/9/2026	Frank Martinez	Inter Lila Ruiz 500-1-23 Niche	\$ 260.00				\$ 100.00	\$ 325.00	\$ 500.00	\$ 370.00	\$ 1,555.00
		478746	\$ 1,520.00	1/9/2026	Refugio Gonzalez	(1)Grave 127-8-9	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478747	\$ 1,260.52	1/9/2026	Iscca Alba	Inurn: Eric Alba		\$ 615.00	\$ 320.00	\$ 25.52	\$ 300.00				\$ 1,260.52
\$	14,685.30	1/14/2026	\$	14,685.30											
		478748	\$ 3,906.13	1/12/2026	Rosa Rivera	Inter: Meregildo Sanchez 121-11-7	\$ 1,220.00	\$ 1,220.00	\$ 1,080.00	\$ 86.13	\$ 300.00				\$ 3,906.13
		478749	\$ 4,631.13	1/12/2026	Angie Ballin	Inter: John Ballin 106-10-11	\$ 1,220.00	\$ 1,220.00	\$ 1,080.00	\$ 86.13	\$ 300.00		\$ 725.00		\$ 4,631.13
		478750	\$ 1,650.52	1/12/2026	Geogoria Hernandez	Inurn: Maria Trejo 118-7-1		\$ 615.00	\$ 320.00	\$ 25.52	\$ 300.00	\$ 390.00			\$ 1,650.52
		478751	\$ 1,520.00	1/12/2026	Noel Ablert Cuevas	(1) Grave 134-13-9	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478752	\$ 3,411.13	1/13/2026	Smith Family Chapel	Inter:Phoebe Taylor 53-8-2-3	\$ 1,220.00	\$ 1,080.00	\$ 86.13	\$ 300.00			\$ 725.00		\$ 3,411.13
		478753	\$ 1,520.00	1/14/2026	Maria Mata	(1) Grave 12-3-9	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478754	\$ 2,421.13	1/14/2026	Noe Cuevas	Inter: Maria Figuerora 134-13-9		\$ 1,255.00	\$ 1,080.00	\$ 86.13					\$ 2,421.13
		478755	\$ 1,520.00	1/14/2026	Ismael Arguelo	(1) Grave 126-6-8	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478756	\$ 455.00	1/15/2026	Ismael Arguelo	Setting: 126-6-8						\$ 455.00			\$ 455.00
		478757	\$ 2,687.00	1/14/2026	Samantha Mitry	Inter:Lori Johnson 64-16-2	\$ 1,220.87	\$ 1,080.00	\$ 86.13	\$ 300.00					\$ 2,687.00
		478758	\$ 485.00	1/14/2026	Warren Okamura	Setting: 62-16-12						\$ 485.00			\$ 485.00
		478759	\$ 455.00	1/16/2026	Matthew Matsumura	Setting: Keith Matsumura 132-11-5-7						\$ 455.00			\$ 455.00
\$	24,662.04		\$	24,662.04											
		478760	\$ 2,421.13	1/20/2026	Yolanda Mercado	Inter Beatriz Mercado		\$ 1,255.00	\$ 1,080.00	\$ 86.13					\$ 2,421.13
		478761	\$ 480.00	1/20/2026	Monica Esqueda	Setting Fee Frank Serrano 37-5-8 (2)						\$ 480.00			\$ 480.00
		478762	\$ 430.00	1/20/2026	Valerie Fuentes	Setting Fee Emily Fuentes 125-9-7						\$ 430.00			\$ 430.00
		478763	\$ 40.00	1/20/2026	Valerie Fuentes	Add Vase 125-9-7						\$ 40.00			\$ 40.00
		478764	\$ 2,723.46	1/21/2026	Patricia Bethel	Inter Elmer Cole		\$ 1,255.00	\$ 1,360.00	\$ 108.46					\$ 2,723.46
		478765	\$ 2,386.13	1/21/2026	RJ & MM Bernal	Inter Joel Bernal		\$ 1,220.00	\$ 1,080.00	\$ 86.13					\$ 2,386.13
		478766	\$ 960.52	1/22/2026	Mitchelle Quattrone	Inurn Myra Gonzalez		\$ 615.00	\$ 320.00	\$ 25.52					\$ 960.52
		478767	\$ 1,520.00	1/22/2026	Michael Raypholtz	(1)Grave 188-7-7	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478768	\$ 470.00	1/22/2026	Patricia Andradade	Setting Jose Andradade 120-5-5 (2)						\$ 470.00			\$ 470.00
		478769	\$ 2,200.00	1/22/2026	Jean Estrada	Niche 500-3-34	\$ 2,100.00				\$ 100.00				\$ 2,200.00
		478780	\$ 2,386.13	1/22/2026	Wallins	Inter Betty Spelling		\$ 1,220.00	\$ 1,080.00	\$ 86.13					\$ 2,386.13
\$	16,017.37	1/23/2026	\$	16,017.37											
\$	78,150.02						\$ 20,342.87	\$ 20,655.00	\$ 16,332.26	\$ 1,888.76	\$ 5,000.00	\$ 5,300.00	\$ 4,125.00	\$ 2,085.00	\$ 75,728.89

January 2026

Checks					
Check	Check No.	Date	Payee	Detail	Purpose
\$2,402.78	65-0312370	1/7/2026	Paul Hernandez		Payroll
\$1,840.38	65-0312371	1/7/2026	Samantha Araujo		Payroll
\$2,347.80	65-0312372	1/7/2026	Michael Ihara		Payroll
\$1,940.55	65-0312373	1/7/2026	Domingo Ruiz		Payroll
\$1,940.55	65-0312374	1/7/2026	Eddie Nash		Payroll
\$1,636.80	65-0312375	1/7/2026	Jordan Kulow		Payroll
\$164.00	65-0312376	1/7/2026	Cyber Age Services		Email Monthly Service
\$708.86	65-0312377	1/7/2026	Silvas Oil Company		Gasoline & Oil
\$2,135.00	65-0312378	1/7/2026	Meggin Boranian		Legal
\$600.00	65-0312379	1/7/2026	Citiguard		Security
\$0.00	65-0312380	1/7/2026	VOID		Void
\$9,460.64	65-0312381	1/7/2026	Sanger Cemetery	\$ 1,177.49	Employers FICA PP End 1/3/26
				\$ 1,502.70	Employees FED PP End 1/3/26
				\$ 1,177.49	Employees FWH PP End 1/3/26
				\$ 5,000.00	CalPERS PP End 1/3/26
				\$ 184.70	Employees SDI PP End 1/3/26
				\$ 418.26	Employees SWH PP End 1/3/26
\$655.74	65-0312382	1/7/2026	Vestis		Employee Uniform
\$34,000.00	65-0312383	1/7/2026	TC Construction Design		Columbarium
\$0.00	65-0312384	1/21/2026	VOID		Void
\$2,411.93	65-0312385	1/21/2026	Paul Hernandez		Payroll
\$1,847.07	65-0312386	1/21/2026	Samantha Araujo		Payroll
\$1,940.55	65-0312387	1/21/2026	Domingo Ruiz		Payroll
\$1,954.64	65-0312388	1/21/2026	Eddie Nash		Payroll
\$2,362.09	65-0312389	1/21/2026	Michael Ihara		Payroll
\$1,636.80	65-0312390	1/21/2026	Jordan Kulow		Payroll
\$0.00	65-0312391	1/22/2026	VOID		Void
\$9,468.65	65-0312392	1/22/2026	Sanger Cemetery	\$ 1,181.20	Employers FICA PP End 1-4-25
				\$ 1,181.20	Employees FICA PP End 1-4-25
				\$ 1,502.70	Employees FED PP End 1/3/26
				\$ 5,000.00	CalPERS PP End 1-4-25
				\$ 185.29	Employees SDI PP End 1-4-25
				\$ 418.26	Employees SWH PP End 1-4-25

January 2026 Checks

Check	Check No.	Date	Payee	Detail	Purpose
\$285.14	65-0312393	1/22/2026	RG Equirement		Grounds Maintenance
\$168.23	65-0312394	1/22/2026	Cintas		First Aid
\$506.67	65-0312395	1/22/2026	Faith Buller		Refund-Grave
\$506.67	65-0312396	1/22/2026	Greg Yost		Refund-Grave
\$506.67	65-0312397	1/22/2026	Jon Yost		Refund-Grave
\$2,170.00	65-0312398	1/22/2026	Meggin Boranian		Legal
\$1,577.89	65-0312399	1/22/2026	Nelson Ace Hardware		Grounds Maintenance
\$87,176.10					

February 2025

Check	Check No.	Date	Payee	Checks	Detail	Purpose
\$168.23	65-0312400	2/5/2026	Cintas			First Aid Supply
\$412.29	65-0312401	2/5/2026	King River Casting, Inc			Memorial Benches
\$359.42	65-0312402	2/5/2026	RG Power Equipment			Grounds Maintenance
\$198.00	65-0312403	2/5/2026	Mc Pheeters & Associates			Columbarium Map Plates
\$156.00	65-0312404	2/5/2026	Cyber Age Services			Email Services
\$0.00	65-0312405	2/5/2026	Void			Void
\$1,577.89	65-0312406	2/5/2026	Nelson Ace Hareware			Grounds Maintenance
\$25,442.63	65-0312407	2/5/2026	SDRMA			Health Insurance/Ancillary
\$310.66	65-0312408	2/5/2026	Baseline			Annual Service - Cloud Networking
\$193.86	65-0312409	2/5/2026	Vestis			Employee Uniforms
\$35,000.00	65-0312410	2/5/2026	Sanger Cemetery		\$ 1,661.01	Employees FICA PP End 1/31/26
					\$ 1,661.01	Employerrrs FICA PP End 1/31/26
					\$ 150.70	Employees FWH PP End 1/31/26
					\$ 418.26	SWH PP End 1/31/26
					\$ 260.57	SDI PP End 1/31/26
					\$ 5,000.00	CalPers PP End 1/31/26
					\$ 25,848.45	Petty Cash- Includes Payroll & Vendor Misc Checks
\$2,328.28	65-0312411	2/19/2026	Miramonte Sanitation			Garbage & Sewer
\$201.05	65-0312412	2/19/2026	Academy Hareware			Grounds Maintenance
\$712.58	65-0312413	2/19/2026	Sanger Tire			Grounds Maintenance
\$9,257.00	65-0312414	2/19/2026	Christy Vault Company		\$ 822.00	Vaults
					\$ 8,052.00	Garden Crypt
					\$ 383.00	Freight
\$80.35	65-0312415	2/19/2026	Napa Auto Company			Grounds Maintenance
\$8,800.00	65-0312416	2/19/2026	Adair & Evans			Audit Services
\$939.58	65-0312417	2/19/2026	Pg&E			Utilities
\$143.75	65-0312418	2/19/2026	Cintas			First Aid Services
\$33,792.00	65-0312419	2/19/2026	Sanger DelRey Cemetery		\$ 1,148.46	Employees FICA PP End 2/14/26
					\$ 1,148.46	Employees FICA PP End 2/14/26
					\$ 1,388.83	Employerrrs FICA PP End 2/14/26
					\$ 380.73	SWH PP End 2/14/26
					\$ 185.84	SDI PP End 2/14/26
					\$ 5,000.00	CalPers PP End 2/14/26

November 2025 Cash Deposits

Bank Deposit	Deposit Date	Receipts	Cash	Date	Received From	Deceased	Grave	O & C	Vaults	Sales Tax	Endow	Stone	Non-Res	Misc.	Total Sum
		478532	\$ 1,985.52	10/31/2025	Linda Hightower	Carrie Kirschner-Hightower estate		\$ 615.00	\$ 320.00	\$ 25.52	\$ 300.00		\$ 725.00		\$ 1,985.52
		478533	\$ 1,520.00	11/4/2025	Jose Garcia	(1)Grave 132-9-4	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478534	\$ 1,520.00	11/3/2025	Sliva Hinojosa	(1)Grave 126-8-10	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478535	\$ 3,119.23	11/4/2025	Rebecca Gee	Inter: Barbara Gee		\$ 1,220.00	\$ 1,080.00	\$ 94.23			\$ 725.00		\$ 3,119.23
		478536	-			VOID									\$ -
		478537	\$ 470.00	11/4/2025	Rebecca Gee	Setting Fee: 2-8-9 & 2 vases bal 69.30								\$ 400.70	\$ 470.00
		478538	\$ 430.00	11/4/2025	Kurt Worton	Setting Fee: 4-3-6 & 1 vases						\$ 430.00			\$ 430.00
		478539	\$ 1,262.92	11/4/2025	Romero Garza	Inter: Christina Mendoza 105-13-9		\$ 615.00	\$ 320.00	\$ 27.92	\$ 300.00				\$ 1,262.92
		478540	\$ 206.15	11/4/2025	Betricia Deleon	Bench Replacement 1/2 cost								\$ 206.15	\$ 206.15
		478541-42	-			VOID									\$ -
		478543	\$ 1,520.00	11/5/2025	Olivia Retamoza	(1)Grave 135-15-7	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478544	\$ 770.00	11/5/2025	Olivia Retamoza	(1)Grave 135-15-5 (1) pymt Bal 750.00	\$ 470.00				\$ 300.00				\$ 770.00
		478545	\$ 2,394.23	11/5/2025	Araceli Jimenez	Inter:Emila Heredia		\$ 1,220.00	\$ 1,080.00	\$ 94.23				\$ 0.45	\$ 2,394.68
		478546	\$ 1,520.00	11/6/2025	Siliva Trevino	(1)Grave 124-15-9	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478547	\$ 455.00	11/6/2025	Helen Reyes	Setting Fee						\$ 455.00			\$ 455.00
		478548	\$ 3,949.23	11/6/2025	Jose Lopez	Inter:Erica Garcia 132-1-2	\$ 1,220.00	\$ 1,255.00	\$ 1,080.00	\$ 94.23	\$ 300.00				\$ 3,949.23
		478549	\$ 1,130.00	11/6/2025	Olga Pineda	Bench for Leonor Arevalo 134-13-12							\$ 1,130.00		\$ 1,130.00
		478550	\$ 1,220.00	11/7/2025	Charlotte Gee	(1)grave 117-6-1- Bal 300.00	\$ 920.00				\$ 300.00				\$ 1,220.00
		478551	\$ 2,698.66	11/7/2025	Stephanie Garza	Inter:Cruz Garcia 47B-1-10		\$ 1,220.00	\$ 1,360.00	\$ 118.66					\$ 2,698.66
		478552	\$ 1,520.00	11/6/2025	Antonetti Sula	Inter: Cruz Garza 132-4-5	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478553	\$ 2,407.75	11/7/2025	Joseph Padilla	Barbara Padilla 134-14-4		\$ 615.00	\$ 490.00	\$ 42.75		\$ 535.00	\$ 725.00		\$ 2,407.75
		478554	\$ 2,667.75	11/6/2025	Matthew Matsumura	Inter:Keith Matsumura 132-11-7	\$ 1,220.00	\$ 615.00	\$ 490.00	\$ 42.75	\$ 300.00				\$ 2,667.75
			\$ 32,766.89	7-Nov		*Over by .45 cents									\$ -
		478555	\$ 455.00	11/12/2025	Mari Ann Basinger	Setting Fee 1-49-6						\$ 455.00			\$ 455.00
		478556	\$ 445.00	11/13/2025	Julie Sanchez	Setting Fee 121-16-9						\$ 445.00			\$ 445.00
		478557	\$ 3,589.23	11/13/2025	Julie Sanchez	(1)Grave 121-16-7 & (1) Vase for setting		\$ 1,220.00	\$ 1,080.00	\$ 94.23		\$ 470.00	\$ 725.00		\$ 3,589.23
		478558	\$ 1,560.00	11/13/2025	Todd Howe	Inter Sherry Howe 76-10-6	\$ 1,220.00				\$ 300.00				\$ 1,560.00
		478559	\$ 3,033.66	11/14/2025	Maria Gutierrez	Inter Maria Garcia 133-8-10		\$ 1,255.00	\$ 1,360.00	\$ 118.66	\$ 300.00				\$ 3,033.66
		478560	\$ 470.00	11/14/2025	Bias Michael Estate	Setting Fee						\$ 470.00			\$ 470.00
			\$ 9,552.89	14-Nov											\$ -
		478561	\$ 2,394.23	11/19/2025	Chuck Lively	Inter:Delfina Lively 121-8-4						\$ 600.00			\$ 2,394.23
		478562	\$ 3,040.00	11/19/2025	Helen Gloeckler	(2)Graves 135-15-1 & 3	\$ 2,440.00					\$ 300.00			\$ 3,040.00
		478563	\$ 1,262.92	11/20/2025	Wallen Funeral	Inter:William Miller 27-14-9		\$ 615.00	\$ 320.00	\$ 27.92		\$ 300.00			\$ 1,262.92
		478564	\$ 69.30	11/21/2025	Rebecca Gee	Payment setting fee 2-8-9						\$ 69.30			\$ 69.30
		478565	\$ 2.52	11/21/2025	NorthLane	Frontier Fax Line Refund- Closed Acct								\$ 2.52	\$ 2.52
			\$ 6,768.97	21-Nov											\$ -
		478566	\$ 3,941.13	11/24/2025	Maria Calderon	Inter:Samuel Calderon 132-9-5	\$ 1,220.00	\$ 1,255.00	\$ 1,080.00	\$ 86.13	\$ 300.00				\$ 3,941.13
		478567	\$ 1,520.00	11/24/2025	Maria Aguirre	(1)Grave for Celina Aguirre 134-14-6	\$ 1,220.00				\$ 300.00				\$ 1,520.00
		478568	\$ 1,520.00	11/25/2025	Gladis Tapia	(1)Grave 126-9-9	\$ 1,220.00				\$ 300.00				\$ 1,520.00
			\$ 6,981.13	26-Nov											\$ -
			\$ 56,069.88				\$ 17,250.00	\$ 11,720.00	\$ 10,060.00	\$ 867.23	\$ 4,800.00	\$ 4,269.30	\$ 3,300.70	\$ 1,339.12	\$ 56,069.88

Corrections- Brought back to Board: (1) #478557 & #478558 dollar values were swapped between eachother for transaction date 11/13/26 and has been corrected.
 Deposits Approved w/conditions (2) #478545 Customer Mrs. Jimenez overpaid by .45 cents for Emilia Heredia Inter. Cemetery will apply overage amount to Stone Setting Fee upon ordering.

Sanger/Del Rey Cemetery District

[6]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT: CONFERENCE/EDUCATION SCHEDULE

SUMMARY:

Information related to upcoming conferences, seminars and educational opportunities.

BACKGROUND:

In order to notify Trustee’s of up-coming events, below is a listing of California Association of Public Cemeteries (CAPC), California Special Districts Association (CSDA), Special District Risk Management Authority (SDRMA), and California Special Districts Workers Compensation Authority (SDWCA) annual conferences, quarterly meetings, legislative day and safety claims workshops.

The practice has been those Trustee’s interested in attending specific conferences or events, the Board approved their attendance at the Board meeting prior to the session.

Upcoming conferences/educational opportunities include:

Annual Meetings	CSDA/SDRMA CAPC	Aug 24-27 March 19-21	Palm Desert Garden Grove
Education Day	CAPC	Oct. 9-10	Burlingame
Legislative Days	CSDA	April 7-8	Sacramento

FINDINGS:

Since there are several upcoming conferences/educational opportunities, this item is being presented for informational purposes

RECOMMENDED ACTION:

No action required at this time.

Respectfully Submitted

Paul Hernandez, Interim General Manager

Sanger/Del Rey Cemetery District

[7]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT:

AMENDMENT TO POLICY 606.4 – REPURCHASE OF INTERMENT RIGHTS

SUMMARY:

The Board of Trustees previously reviewed Policy 606.4 – Repurchase of Interment Rights and discussed the discrepancy between the written policy and the District’s long-standing business practice. Staff is now presenting a proposed amendment to Policy 606.4 to align the written policy with the Districts consistent practice of repurchasing unused interment rights at one-half of the current price of the same.

BACKGROUND:

Policy 606.4 currently states:

“The District shall re-purchase interment rights at the original purchase price or up to one-half the current price of the same, whichever is higher.”

This language allows for repurchase at either the original purchase price or up to one-half of the current price, whichever amount is greater.

However, staff review determined that for approximately thirty (30) years, the District has consistently repurchased unused interment rights at one-half (50%) of the current price only. This practice has been applied uniformly and has served as the District’s operational standard.

While the practice has provided consistency, the current wording of Policy 606.4 does not accurately reflect how the District administers repurchases of interment rights.

During the Board’s previous discussion of this item, the Board of Trustees provided direction to move forward with amending Policy 606.4, so written policy reflects the Districts long-standing administrative practice.

FINDINGS:

- The District has consistently repurchases unused interment rights at 50% of the current price for several decades.
- The existing policy language includes an alternative calculation that has not been used in practice.
- Aligning policy language with operational practice improves policy clarity, governance transparency and administrative consistency.
- Updating the policy will ensure that the District’s written rules accurately represent the District’s procedures provided to the public.

PROPOSED POLICY AMENDMENT:

Policy 606.4 would be amended to read as follows:

“The District shall repurchase interment rights at one-half of the current price of the same.”

RECOMMENDED ACTION:

1. Board of Trustees reviews the proposed amendment to Policy 606.4 – Repurchase of Interment Rights.
2. Board of Trustees adopts the amended Policy 606.4 to reflect the District’s long standing business practice of repurchasing interment rights at one-half of the current price.

Respectfully Submitted

Paul Hernandez, Interim General Manager

POLICY TITLE: The Repurchase of Interment Rights
POLICY NUMBER: 606

- 606.1** The public shall not be allowed to re-sell or transfer any interment rights except back to the District, as herein set forth in this Policy.
- 606.2** The only person(s) authorized to re-sell or transfer an interment right back to the District are the original purchaser, or, if the original purchaser is deceased, one of the following, in the order named: 1) the surviving spouse; 2) the surviving children; 3) the surviving parents; 4) the surviving brothers or sisters.
- 606.3** The District shall maintain a record showing: 1) the date such transaction was made; 2) the name and address of the person making the transaction; and 3) written consent for the transaction.
- 606.4** The District shall re-purchase interment rights at one-half of the current price of the same.

RESOLUTION 2603
A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
SANGER/DEL REY CEMETERY DISTRICT
AMENDING DISTRICT POLICY 606.4

WHEREAS, the Sanger/Del Rey Cemetery District, is a Special District, created pursuant to the Health and Safety Code; and

WHEREAS, the Board of Trustees may amend, from time to time, policies and procedures for conducting of the District's business; and

WHEREAS, the Board of Trustees has reviewed Policy 606.4 _ Repurchase of Interment Rights and determined that the existing language does not accurately reflect the District's long-standing administrative practice

NOW THEREFORE, the Board of Trustees of the Sanger/Del Rey Cemetery District hereby amends Policy 606.4 _ Repurchase of Interment rights, attached hereto and incorporated by reference, to read as follows:

“The District shall re-purchase interment rights at one-half of the current price of the same.”

Adopted this day of _____, 20____, by the Board of Trustees of the Sanger/Del Rey Cemetery District, at a regular meeting thereof.

APPROVED:

ATTEST:

Mark D. Johnson, President
Board of Trustees

Rene Gonzalez, Secretary
Board of Trustees

Motion Made/Seconded by: _____

Ayes: _____

Noes: _____

Abstain: _____

Approved as to Legal Form:

Meggin Boranian, District Counsel

Sanger/Del Rey Cemetery District

[8]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT: REPORTS

SUMMARY:

This item provides time for reports by the General Manager and Board Consultants.

BACKGROUND:

During the Board meeting, various reports are provided by the General Manager and Board Consultants. This item allows those individuals to provide a summary report as necessary.

FINDINGS:

- A) *Cemetery Operations – Information*
Gate Closure

- B) *Cemetery Operations – Information*
McMullen Burial Rights

RECOMMENDED ACTION:

None

Respective fully submitted,

Paul Hernandez
Interim General Manager

Sanger/Del Rey Cemetery District

[9]

Agenda – Supporting Data
For the meeting of
March 18, 2025

SUBJECT: CLOSED SESSION

SUMMARY:

None needed.

BACKGROUND:

None needed.

FINDINGS:

None applicable.

RECOMMENDED ACTION:

None.

Sanger/Del Rey Cemetery District

[10]

Agenda – Supporting Data
For the meeting of
March 18, 2026

SUBJECT: OTHER BUSINESS

SUMMARY:

An opportunity for various meeting participants to express matters of concern not otherwise addressed in the Agenda.

BACKGROUND:

Public entities are required to provide an opportunity for those who attend their public meetings to express concerns that are not otherwise addressed in the Agenda.

Sanger/Del Rey Cemetery District provides this opportunity for all participants to express such concerns, in the following order:

1. The public
2. The consultants
3. The district staff
4. The General Manager
5. The Trustee's

No action may be taken on an item raised in this report of the meeting, except that the Trustee's may direct that any item it deems appropriate, be placed on a subsequent agenda.

FINDINGS:

None

RECOMMENDED ACTION:

No action is required.