

Tracy Public Cemetery District

SCHULTE MEMORIAL PARK / VALPICO MEMORIAL PARK
501 E. SCHULTE RD.
TRACY, CALIFORNIA 95376

TELEPHONE
(209) 835-2930

FACSIMILE
(209) 835-8441

TRUSTEES
Richard A. Paulson
Eugene D. Birk
Derrick J. Davis
Dianne S. Timan
Kevin Tobeck
CLERK OF THE BOARD
Alma E. Celaya

Agenda **Regular Monthly** **May 12, 2021**

E-MAIL
tpcd@att.net

- I. **Call Meeting to Order:**
- II. **Roll Call:**
- III. **Review of Agenda Items:**
- IV. **Approve Minutes:** Regular/Closed Board Meeting of April 14, 2021
- V. **From the Floor / Comments from the Public: Recognize Visitors, Public input for Non-Agenda items. No action will be taken on Non-Agenda items; speakers limited to five minutes.**
- VI. **Manager's Report:**
 1. Financial Reports: March, 2021
 2. April 2021 Interment Totals
 3. Review of Warrants
 4. PCA ~ Visalia Cemetery 1 Day Seminar for Managers, Trustees, Office and Grounds Staff
- VII. **Trustees Comments:**
- VIII. **Old Business:**
 - A. **District Business:**
 - B. **Schulte Memorial Park:**
 1. Main Entrance Project: Update
 - C. **Valpico Memorial Park:**
- IX. **New Business:**
- X. **Closed Session:**
Adjournment:

Regular Board Meetings are held at the Tracy Public Cemetery District office 501 E. Schulte Rd, Tracy Ca, the second Wednesday of every month at 5:30 pm unless otherwise specified

NOTICE FOR ALL THOSE ATTENDING THIS MEETING
YOU MUST WEAR A MASK BEFORE ENTERING THE MEETING ROOM

Tracy Public Cemetery District

Board Meeting Minutes Of April 14, 2021

Regular Board Meeting called to order at 5:30 pm by Chairman Timan at the Schulte Memorial Park District office.

Roll Call:

Present: Chairman Dianne Timan, Vice-Chair Eugene Birk, Trustee Kevin Tobeck (Absent), Trustee Richard Paulson, Trustee Derrick Davis, District Manager Alma Celaya, District Manager Trainee Maylene Warner.

Review of Agenda Items:

Visitors in Attendance: None

Comments from the Floor: None

Minutes: The Regular Session Meeting Minutes of March 10, 2021 were approved by motion of Trustee Paulson, second by Trustee Davis, motion passed with 4 votes. The Closed Session Meeting Minutes of March 10, 2021 were approved by motion of Trustee Paulson, second by Trustee Davis, motion passed with 4 votes in favor.

Financial Report: February 2021 Financial reports were approved by motion of Trustee Paulson, second by Vice-Chair Birk, motion passed with 4 votes in favor.

Monthly Interments: A copy of the March 2021 Burial Report was included in the meeting packet; total for Schulte 22 burials which included 11 full casket burials, 1 infant burial and 10 cremation burials. 12 At-Need and 10 Pre-Need. Total for Valpico Memorial Park 1 burial which includes 0 full casket burials and 1 cremation burial. 1 At-Need and 0 Pre-Need.

Pre-Need Account: The cash amount of pre-paid interment rights and services used (Schulte) for the month of March 2021, \$6,225.00.

Review of Warrants: Warrants of March 23, and April 8, 2021 were approved by motion of Trustee Davis, second by Trustee Paulson, motion passed with 4 votes in favor.

Trustees Comments: None

Old Business:

A. District Business:

- 1. District Polices:** Nothing to report
- 2. 700 Form:** All forms have been turned in by all Board Members.
- 3. Weed Control:** Trustee Paulson reported there are huge patches of dandelions at the Schulte Memorial Park, Trustee Paulson suggested we call Grover Landscaping to see if they can come out and spray. Update at next meeting.
- 4. Barricades:** Manager Warner reported on behalf of Trustee Tobeck regarding the corner of Schulte Road/MacArthur Road. Trustee Tobeck is speaking with the City of Tracy to see if we are able to put some type of protection at that corner due to accidents. Update at next meeting.

B. Schulte Memorial Park

- **Safety:** Manager Warner reported Kevin Cotta with Steel Guard Fence came out relocated 135' of fencing and installed 135' of new concrete strip on the East Side and West Side of the main entrance due to safety coming out of the cemetery. Trustees and managers went to take a look at the relocation of the fence and all Trustees agree that the safety concern is no longer an issue when exiting the cemetery. The 2 triangle areas on both sides of the entrance will be cleaned up and will have flowers and cobblestone in those 2 areas.
- **Main Entrance Project (2nd Phase):** Trustee Paulson mentioned he would speak with Mark Lee from Stockton regarding the main entrance project to see if he would be interested in working on this project for the cemetery. Will update at next meeting

C. Valpico Memorial Park:

- **Irrigation:** Nothing to report
- **Monument Installation:** Manager Warner reported there have been so many issues with the installation of headstones. The Piplick family was very upset that we did not install there headstones right away, Manager Warner apologized to the family and she would see what she can do to get this installed right away. The other issues are from the monument company's, had a couple of headstones that were missing core holes for the pins, the core holes were not matching up, monument companies would forget to give us vases to install. Manager Warner brought this issue up to the Board for Trustees and all trustees were in agreement to no longer install headstones at Valpico Memorial Park with the exception of doing the installs for the Veterans Section at the Schulte Memorial Park. This was approved by motion of Trustee Davis, second by Trustee Paulson, motion passed by 4 votes in favor.

Closed Session: Trustees and Manager Celaya went into closed session at 7:15 pm and being no further business to discuss, Closed Session was adjourned at 7:35 pm and resumed to the regular meeting. Trustee Davis reported out as follows: Discussed Personnel

Being no further business to discuss, the Regular Meeting was adjourned at 7:38 pm by Chairman Dianne Timan

Respectfully,
Maylene Warner

SCHULTE MEMORIAL PARK

Month	Full	Baby	Ash	AN	PN	PN USED	2021 Burials
January	17	0	11	9	19	\$ 12,800.00	28
February	13	0	7	10	10	\$ 1,725.00	20
March	11	1	10	10	12	\$ 6,225.00	22
April	9	0	9	10	8	\$ 4,780.00	18
May					49		
June							
July							
August							
September							
October							
November							
December							
Totals	50	1	37	39	41	\$ 25,530.00	88

VALPICO MEMORIAL PARK

MONTH	FULL	BABY	ASH	AN	PN	PN USED	2021 Burials
January	2	0	0	2	0	\$ -	2
February	0	0	1	1	0	\$ -	1
March	0	0	1	1	0	\$ -	1
April	2	0	0	2	0	\$ -	2
May							
June							
July							
August							
September							
October							
November							
December							
Totals	4	0	2	6	0	\$ -	6

TRACY PUBLIC CEMETERY DISTRICT

Profit and Loss by Class

July 2020 through March 2021

	SCHULTE	SCHULTE END	SCHULTE PN	VALPICO	VALPICO END	VALPICO PN
Ordinary Income/Expense						
Income						
3005 · Lot Sales	118,450.00	0.00	0.00	79,900.00	0.00	0.00
3010 · Endowment Sales	0.00	62,350.00	0.00	0.00	35,400.00	0.00
3015 · Open/Close	87,350.00	0.00	81,750.00	14,100.00	0.00	44,400.00
3020 · Vault Sales	33,650.00	0.00	18,950.00	7,000.00	0.00	15,000.00
3025 · Vault Handling Fee	11,300.00	0.00	6,300.00	2,350.00	0.00	4,800.00
3030 · Saturday Service Fee	3,900.00	0.00	0.00	0.00	0.00	0.00
3040 · Non Resident Fee	25,200.00	0.00	14,700.00	1,400.00	0.00	0.00
3042 · Misc Sales	8,896.46	0.00	0.00	2,125.00	0.00	0.00
3045 · Curr-Taxes-Secured	473,988.09	0.00	0.00	0.00	0.00	0.00
3046 · Curr-Taxes-Unsecured	44,892.36	0.00	0.00	0.00	0.00	0.00
3048 · Supplemental-Taxes	27,767.53	0.00	0.00	0.00	0.00	0.00
3049 · State HOPTR	3,270.31	0.00	0.00	0.00	0.00	0.00
3064 · Interest-STIFEL Advisors	0.00	19,403.41	0.00	0.00	0.00	0.00
3065 · Interest-County-Pre-Need	3,813.00	0.00	3,964.00	0.00	0.00	0.00
3066 · Interest-County-Gen-Res	5,852.00	0.00	0.00	0.00	0.00	0.00
3068 · Interest-County General	5,971.00	0.00	2,417.00	0.00	0.00	0.00
3073 · Interest-Cap Improvement Fund	5,467.00	0.00	0.00	0.00	0.00	0.00
3070 · Interest-Bank	147.68	0.00	0.00	0.00	0.00	0.00
3080 · Securities Gains/Losses	0.00	-20,975.61	0.00	0.00	0.00	0.00
Total Income	859,915.43	60,777.80	128,081.00	106,875.00	35,400.00	64,200.00
Cost of Goods Sold						
4005 · Vault Purchase	32,182.78	0.00	0.00	3,412.00	0.00	0.00
4010 · Buy Backs / Refunds						
4012 · Lot Buy Back	1,050.00	0.00	0.00	0.00	0.00	0.00
4013 · Non Resident Refund	600.00	0.00	0.00	0.00	0.00	0.00
4010 · Buy Backs / Refunds - Other	6,505.00	0.00	0.00	0.00	0.00	0.00
Total 4010 · Buy Backs / Refunds	8,155.00	0.00	0.00	0.00	0.00	0.00
Total COGS	40,337.78	0.00	0.00	3,412.00	0.00	0.00
Gross Profit	819,577.65	60,777.80	128,081.00	103,463.00	35,400.00	64,200.00
Expense						
5231 · County Auditor	7,048.00	0.00	0.00	0.00	0.00	0.00

TRACY PUBLIC CEMETERY DISTRICT

Profit and Loss by Class

July 2020 through March 2021

	SCHULTE	SCHULTE END	SCHULTE PN	VALPICO	VALPICO END	VALPICO PN
5105 · Salaries Regular	304,580.00	0.00	0.00	0.00	0.00	0.00
5120 · Salaries Overtime	42,993.78	0.00	0.00	0.00	0.00	0.00
5130 · Retirement	123,597.25	0.00	0.00	0.00	0.00	0.00
5140 · Payroll Taxes						
FICA	21,611.56	0.00	0.00	0.00	0.00	0.00
Medicare	4,515.69	0.00	0.00	0.00	0.00	0.00
SDI	-3,731.92	0.00	0.00	0.00	0.00	0.00
State Unemployment	3,728.47	0.00	0.00	0.00	0.00	0.00
5140 · Payroll Taxes - Other	538.64	0.00	0.00	0.00	0.00	0.00
Total 5140 · Payroll Taxes	26,662.44	0.00	0.00	0.00	0.00	0.00
5150 · Health Insurance	97,932.87	0.00	0.00	0.00	0.00	0.00
5165 · Vision Care	1,069.84	0.00	0.00	0.00	0.00	0.00
5205 · Office Expense	20,378.70	0.00	0.00	372.61	0.00	0.00
5210 · Postage	220.00	0.00	0.00	0.00	0.00	0.00
5220 · Meeting Expense	5,503.78	0.00	0.00	0.00	0.00	0.00
5225 · Membership/Subscription Expense	1,178.00	0.00	0.00	0.00	0.00	0.00
5230 · Prof Service	12,599.24	0.00	0.00	30.00	0.00	0.00
5240 · Sales Tax	5,753.00	0.00	0.00	0.00	0.00	0.00
5250 · Bank Charges	-10.00	0.00	0.00	0.00	0.00	0.00
5305 · Fuel-Oil-Lube	5,152.02	0.00	0.00	50.00	0.00	0.00
5315 · Uniforms & Laundry	6,146.15	0.00	0.00	0.00	0.00	0.00
5320 · Utility Expense	35,287.79	0.00	0.00	8,713.24	0.00	0.00
5325 · Small Tools	472.36	0.00	0.00	0.00	0.00	0.00
5330 · Equipment Purchase	10,867.19	0.00	0.00	5,357.33	0.00	0.00
5405 · Maint-Equipment	17,876.75	0.00	0.00	267.58	0.00	0.00
5410 · Tire-Repair	60.00	0.00	0.00	0.00	0.00	0.00
5415 · Maint-Building/Grounds	220,081.70	0.00	0.00	7,953.91	0.00	0.00
Total Expense	945,450.86	0.00	0.00	22,744.67	0.00	0.00
Net Ordinary Income	-125,873.21	60,777.80	128,081.00	80,718.33	35,400.00	64,200.00
Net Income	-125,873.21	60,777.80	128,081.00	80,718.33	35,400.00	64,200.00

TRACY PUBLIC CEMETERY DISTRICT

05/11/21

Balance Sheet

Accrual Basis

As of March 31, 2021

	Mar 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1101 · Cash in Bank -General Operating	116,552.99
1112 · Cash in Bank-Pre-Need	50,350.00
1172 · Cash in Bank-Endowment	33,050.00
44101 · Cash in County-General operatin	1,291,804.38
44102 · Cash in County-Gen Reserve	1,201,222.51
44105 · Cash in County-Pre-Need	1,349,668.12
44191 · Capital Improvements Fund	1,044,355.30
Total Checking/Savings	5,087,003.30
Other Current Assets	
1273 · Endowment Acct	1,416,345.19
1274 · Endowment Interest Acct	920,601.12
1400 · Returned Checks	7.50
1900 · Prepaid Expenses	44,912.00
Total Other Current Assets	2,381,865.81
Total Current Assets	7,468,869.11
Fixed Assets	
2500 · Valpico Land	3,314,661.31
2150 · Land Improvements	384,836.19
2200 · Building	517,847.00
2300 · Furniture & Equipment	514,866.69
2400 · Accumulated Depreciation	-1,063,476.89
Total Fixed Assets	3,668,734.30
TOTAL ASSETS	11,137,603.41
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2076 · Deferred Inflows	58,663.00
2075 · Deferred Outflows	-337,757.00
2090 · Deferred Income Pre-Need	981,651.00
2070-0 · Pension Liability	1,016,587.00
2010 · Accounts Payable - Manual	12,115.00
2020 · Wages Payable	4,915.00
2050 · Accrued Vacation	38,485.67
Total Other Current Liabilities	1,774,659.67
Total Current Liabilities	1,774,659.67
Long Term Liabilities	
2080-0 Health Insurance Retiree	96,218.00
Total Long Term Liabilities	96,218.00
Total Liabilities	1,870,877.67
Equity	
2800 · Fixed Assets Equity	3,516,836.00
2810 · Endowment Equity	1,073,811.02
2820 · General Fund Equity	2,451,350.39
2850 · Pre-Need Equity	96,587.00
3000 · Opening Bal Equity	145,111.00
3900 · Retained Earnings	1,736,945.41
Net Income	246,084.92
Total Equity	9,266,725.74
TOTAL LIABILITIES & EQUITY	11,137,603.41

8:15 AM
 05/11/21
 Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT
Warrant Request
 May 7, 2021

Name Address	Num	Name Acc...	Split	Amount
A-1 Water Quality				
1950 E. PACHECO BLVD Los Banos, Ca 93...	11549	6201000000	44101 · Cash in County-General...	69.90
Total A-1 Water Quality				69.90
ATT LONG DISTANCE CO				
P.O. BOX 5025 CAROL STREAM IL 60197-5...	11547	6249000000	44101 · Cash in County-General...	19.82
Total ATT LONG DISTANCE CO				19.82
CALIFORNIA ASSOCIATION OF PUBLIC CEMTERY				
P.O BOX 119 SAN JACINTO, CA 92581	11545	6209000000	44101 · Cash in County-General...	20.00
Total CALIFORNIA ASSOCIATION OF PUBLIC CEMTERY				20.00
Employment Development Department				
P.O.BOX 826276 SACRAMENTO, CA 94230...	11544	6273000100	44101 · Cash in County-General...	229.00
Total Employment Development Department				229.00
GENERAL EMPLOYEES TRUST FUND				
P.O BOX 55037 HAYWARD, CA 94545-0037	11551	6050000000	44101 · Cash in County-General...	11,093.65
Total GENERAL EMPLOYEES TRUST FUND				11,093.65
Grover Landscape Services				
6224 STODDARD RD MODESTO, CA 95356	11542	6260000000	44101 · Cash in County-General...	2,950.00
6224 STODDARD RD MODESTO, CA 95356	11550	6260000000	44101 · Cash in County-General...	895.00
6224 STODDARD RD MODESTO, CA 95356	11550	6260000000	44101 · Cash in County-General...	1,850.00
Total Grover Landscape Services				5,695.00
MISSION UNIFORM SERVICE				
136 Coyado ave Modesto, Ca 95350-5813	11543	6246005200	44101 · Cash in County-General...	709.67
Total MISSION UNIFORM SERVICE				709.67
PACIFIC GAS & ELECTRIC CO				
P.O.BOX 997300 SACRAMENTO, CA 95899	11552	6249000000	44101 · Cash in County-General...	631.98
Total PACIFIC GAS & ELECTRIC CO				631.98
SAN JOAQUIN COUNTY, ENVIRONMENTAL HEALTH				
1868 E. HAZELTON AVENUE STOCKTON, ...	11548	6201000000	44101 · Cash in County-General...	128.00
Total SAN JOAQUIN COUNTY, ENVIRONMENTAL HEALTH				128.00
VAN'S ACE HARDWARE				
2695 N TRACY BLVD Tracy Ca 95376	11546	6211000000	44101 · Cash in County-General...	419.72
2695 N TRACY BLVD Tracy Ca 95376	11546	6211000000	44101 · Cash in County-General...	122.79
Total VAN'S ACE HARDWARE				542.51
TOTAL				19,139.53

8:18 AM
 05/11/21
 Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT
Warrant Request
 April 27, 2021

Name Address	Num	Name Acc...	Split	Amount
AT & T				
P.O. BOX 5019 CAROL STREAM, IL 60197-...	11539	6201000000	44101 · Cash in County-General...	708.48
Total AT & T				708.48
B.J.'S CONSUMER'S CHOICE PEST CONTROL				
P.O. Box 2249 MANTECA, CA 95336	11533	6260000000	44101 · Cash in County-General...	77.00
P.O. Box 2249 MANTECA, CA 95336	11533	6260000000	44101 · Cash in County-General...	320.00
Total B.J.'S CONSUMER'S CHOICE PEST CONTROL				397.00
BAKER SUPPLIES AND REPAIRS				
P O BOX 626 LOS BANOS, CA 93635	11524	6211000000	44101 · Cash in County-General...	928.74
Total BAKER SUPPLIES AND REPAIRS				928.74
BAY ALARM CORPORATE OFFICE				
60 BERRY DR PACHECO, CA 94553-5601	11538	62600000...	44101 · Cash in County-General...	325.44
60 BERRY DR PACHECO, CA 94553-5601	11538	62600000...	44101 · Cash in County-General...	208.29
Total BAY ALARM CORPORATE OFFICE				533.73
Best Best & Krieger, Attorney at Law				
P.O BOX 1028 RIVERSIDE, CA 92502	11532	6220000000	44101 · Cash in County-General...	90.00
Total Best Best & Krieger, Attorney at Law				90.00
CEMETERY 360,IMC				
247 ROCHDALE ST ROSEVILLE, CA 95661	11537		44101 · Cash in County-General...	588.00
Total CEMETERY 360,IMC				588.00
COX BROS TIRE SERVICE				
507 East 11th St Tracy Ca 95376	11540	6211000000	44101 · Cash in County-General...	126.10
Total COX BROS TIRE SERVICE				126.10
DERRICK DAVIS				
2680 ATLANTA DR TRACY, CA 95376	11531	6226007100	44101 · Cash in County-General...	100.00
Total DERRICK DAVIS				100.00
DIANNE TIMAN				
451 E. CRITCHETT RD TRACY, CA 95304	11529	6226007100	44101 · Cash in County-General...	100.00
Total DIANNE TIMAN				100.00
Employment Development Department				
P.O.BOX 826276 SACRAMENTO, CA 94230...	11525	6273000100	44101 · Cash in County-General...	2,827.56
Total Employment Development Department				2,827.56
EUGENE BIRK				
475 Peerless Way Tracy, CA 95376	11528	6226007100	44101 · Cash in County-General...	100.00
475 Peerless Way Tracy, CA 95376	11528	6226007100	44101 · Cash in County-General...	50.97
Total EUGENE BIRK				150.97
EWING				
3441 EAST HARBOUR DR PHOENIX, AZ 85...	11536	6260000000	44101 · Cash in County-General...	529.98
Total EWING				529.98

8:18 AM

05/11/21

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

April 27, 2021

Name Address	Num	Name Acc...	Split	Amount
HOWK WELL SYSTEMS				
1825 YOSEMITE BLVD MODESTO, CA 95354	11534	6260000000	44101 · Cash in County-General...	603.09
Total HOWK WELL SYSTEMS				603.09
RICHARD PAULSON				
515 FIESTA CT TRACY, CA 95376	11530	6226007100	44101 · Cash in County-General...	100.00
Total RICHARD PAULSON				100.00
SAN JOAQUIN COUNTY, ENVIRONMENTAL HEALTH				
1868 E. HAZELTON AVENUE STOCKTON, ...	11535	6201000000	44101 · Cash in County-General...	128.00
Total SAN JOAQUIN COUNTY, ENVIRONMENTAL HEALTH				128.00
SECRETARY OF STATE				
SPECIAL FILINGS UNIT PO BOX 942877 S...	11541	6220000000	44101 · Cash in County-General...	10.00
Total SECRETARY OF STATE				10.00
STOCKTON PETROLIUM CO				
P.O.Box 326 Stockton Ca 95201	11527	6211000400	44101 · Cash in County-General...	1,067.56
Total STOCKTON PETROLIUM CO				1,067.56
TRACY MATERIAL RECOVERY AND SOLID WASTE				
P.O Box 93 Tracy Ca 95378	11526	6260000000	44101 · Cash in County-General...	463.31
P.O Box 93 Tracy Ca 95378	11526	6260000000	44101 · Cash in County-General...	170.77
Total TRACY MATERIAL RECOVERY AND SOLID WASTE				634.08
TOTAL				9,623.29

\$15.00 PER PERSON.

PCA PRESENTS REGION NINE SEMINAR

Sponsored by : **GOLDEN STATE RISK MANAGEMENT AUTHORITY**

7:00—8:00	Vendor Setup	
8:00—9:00 a.m.	Registration & Coffee & Pastries	
8:00—9:00 a.m.	Visit Vendors	
9:00 a.m.—9:15 a.m.	Welcome, Introductions, Announcements	Cheryl Smith
9:15 a.m.—10:45 a.m.	(Grounds Staff) A—Z for Measuring, Marking, Verification & Digging	Will Lopez
9:15 a.m.—10:45 a.m.	(Office Staff) A—Z for Making Interment Arrangements	Cindy Summers
9:15 a.m.—10:45 a.m.	(Trustees & Managers) Performance Evaluations Discipline & Documentation	Bob Hunt
10:45—11:00	Break—Visit Vendors	
11:00 a.m.—12:00 noon	(Trustees, Managers, Office Staff) "Budgeting, Audits & Financial Controls"	Cindy Summers
11:00 a.m.—12:00 noon	(Trustees, Managers, Office Staff) Cyber Security	Brian Edinger
11:00 a.m.—12:00 noon	(Grounds Staff) Gophers, Squirrels, Mosquitos—"Oh My!"	Matt Melugin, Will Lopez
12:00—1:00 p.m.	Lunch—Co-Sponsored by : MODERN EDGE INSURANCE BROKERS, INC. STIFEL NICHOLAS BAKER SUPPLIES & REPAIRS	
12:00—1:00 p.m.	Visit Vendors	
1:00 p.m.—2:00 p.m.	(Trustees & Managers) Brown Act Closed Sessions (New AB-992 re social media).	Karen O'Neil
1:00 p.m.—2:00 p.m.	(Trustees & Managers) Current Employment Litigation issues	Derek Haynes
1:00 p.m.—2:00 p.m.	(Office & Grounds Staff) Customer Service—Dealing with the Public	Mark Marshall
2:00—2:15	Break—Visit Vendors	
2:15 p.m.—3:00 p.m.	(Trustees & Managers) General Meeting, Questions, Answers, Discussion—Non-Residents; District Consolidation; Marketing; Pricing, Policies/ Procedures	Cheryl, Cindy, Mark & Bob
2:15 p.m.—3:00 p.m.	(Office & Grounds Staff) General Meeting, Questions & Answers	John, Anderson, Matt Melugin, Will Lopez