

**AGENDA**  
**SPECIAL MEETING OF THE BOARD OF TRUSTEES**  
**LOS BANOS CEMETERY DISTRICT**  
**Monday, November 18, 2024, at 6:00 p.m.**  
16575 S. Center Avenue  
Los Banos, CA 93635

This agenda has been prepared and posted at least 24 hours prior to the special meeting of the Board of Trustees in accordance with the Ralph M. Brown Act. The public may be heard on an item before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Trustees, and not on the posted agenda, provided that no action shall be taken on any item not appearing on the agenda. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-thirds (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the district after the agenda was posted. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference during normal working hours at the District Office.

**1. CALL TO ORDER**

**2. ROLL CALL:** Cintas \_\_\_\_\_ Neves \_\_\_\_\_ Sousa \_\_\_\_\_ Benton \_\_\_\_\_ McAdam \_\_\_\_\_

**3. PUBLIC COMMENT**

Members of the public desiring to address the Board are requested to first be recognized by the Presiding Trustee and to identify themselves for the record and may speak on agenda or non-agenda items, open or closed. **No action will be taken on non-agenda items.** Members of the public can speak only once on each item. Public comments are limited to 3 minutes

**4. INTRODUCTION** of Brian Hughes, Attorney with BB&K Law.

**5. APPROVAL OF MINUTES**

- A. Board to approve minutes of regular board meeting held on September 9, 2024.
- B. The Cemetery Board did not meet in October.

**6. REVIEW AND APPROVAL OF FINANCIAL REPORTS**

- A. Board to approve Profit and Loss report, Operating Expenses, and payment of bills for September.
- B. Board to approve Profit and Loss report, Operating Expenses, and payment of bills for October.

**7. MANAGER'S DISCUSSION/INFORMATION**

**A. Financial discussions**

- 1. To date cash and bank accounts.....
- 2. Revenue Report.....
- 3. Monthly Budget Report.....
- 4. Monthly Funeral Report.....
- 5. Remaining lots.....

**8. DISCUSSION AND ACTION ITEMS**

- A. Board to approve engagement letter from BB&K Law assigning Attorney Brian Hughes as legal representative for the LBCD.
- B. Board to approve purchase back of NLB plots 1818, 1819, 1820 and 1821 from Generoso Dinglasan for the purchase price of \$1,620.00 per plot.
- C. Board to review and approve revised Bench and Tree policy.
- D. Board to review and approve Commingling Cremains policy, Commingling Authorization and Cremation Policy Amendment.

**9. MANAGER'S DISCUSSION**

**10. CHAIRMAN'S DISCUSSION**

**11. TRUSTEE'S DISCUSSION**

Trustee Neves  
Trustee Sousa  
Trustee Benton  
Trustee McAdam

**12. ADJOURNMENT**

This agenda was posted on the 15<sup>th</sup> day of November 2024.



Brenda Scott  
Cemetery Manager

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Office at (209) 826-0882. Notification 48 hours prior to the meeting will generally enable the district staff to make reasonable arrangements to ensure accessibility.  
[28 CFR.102.35.104] ADA Title II