

PALO VERDE CEMETERY DISTRICT
MINUTES FROM FEBRUARY 23, 2026

CALL TO ORDER

The meeting was called to order at 1:33 p.m. by President Richard Phipps

ROLL CALL

Present were Richard Phipps, Marilee Harkinson, Timothy (Tim) Wade, Susie Forrest, Emily Phelps

PLEDGE OF ALLEGIANCE

Was conducted.

APPROVAL OF THE AGENDA

Marilee moved to approve the agenda. Tim seconded the motion. Motion carried unanimously.

PUBLIC COMMENTS

None

MINUTES

Marilee moved to approve minutes from the January 26th 2026 Regular Meeting. Tim seconded the motion. Motion carried unanimously.

TREASURER'S REPORT

Marilee gave the Treasurer's report. The balances are as follows: Mechanics Bank checking-\$121,135.41; Mechanics Bank money market-\$425,330.51.

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OLD BUSINESS

Susie said she added to the cemetery pick-up policy on decorations during Veteran's Day and provided the addition that was written. "An exception is made for Veteran's Day. Flowers and grave decorations may be left within the week (Sunday-Saturday) of November 11th." Marilee made a motion to accept the policy as written. Richard seconded the motion. Motion carried unanimously.

NEW BUSINESS

Susie said that the Board and Employee policy manual should be reviewed and updated as we have been using a blend of policies that should be fitted more for our needs. Susie got a quote from an attorney from the Firm Best, Best and Krueger for a new policy manual. The quote was for \$2000-\$5000. It was discussed and agreed that a new policy was need. Marilee made a motion to authorize expenditures to write a new policy up to \$5000. Richard seconded the motion. The motion carried unanimously.

TRUSTEE'S COMMENTS

Marilee thanked Richard for his work and dedication as a Cemetery volunteer and Board Member as he is announced he is retiring March 30, 2026.

MANAGER'S REPORT

Susie said the status on the stocks and ATI claim has been accepted by the State of California Unclaimed Property Division and we are awaiting arrival of funds.

Susie said there is no new update on The Community Enhancement Collaborative Grant application status.

Susie reported that 58% of the Niches have been sold or occupied. Leaving only the lower levels.

Susie said there have been 55 burials from July 1st to January, of which 22 were cremations.

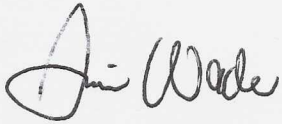
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ADJOURNMENT

The meeting was adjourned at 2:15 p.m.

NEXT MEETING

March 23rd 2026 at 1:30 p.m.

A handwritten signature in black ink, appearing to read "Tim Wade", written in a cursive style.

Timothy Wade
Secretary