



AGENDA

OF THE **REGULAR BOARD MEETING** OF THE **BOARD OF TRUSTEES**

OF THE **MADERA CEMETERY DISTRICT**

TUESDAY, MAY 27, 2025, 2:30 p.m.

1301 ROBERTS AVE., MADERA, CA 93637

Madera Cemetery District Office

1301 Roberts Ave. Madera, CA 93637

This agenda has been prepared and posted at least 72 hours prior to the 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.

Call to Order

- 1. Roll Call of Board**
- 2. Pledge to the Flag**
- 3. Changes to the Agenda**
- 4. Public Comment on any Agenda Item**

The Board of Trustees of the Madera Cemetery District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Members of the public desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the length and number of public comments and presentations.

5. CONSENT CALENDAR

- A. Approval of the Minutes from the Regular Meeting of April 22, 2025**
- B. Approval of the Checks for April 2025 in the amount of \$205,183.75**
- C. Next regular meeting will be held on Tuesday, June 24, 2025 at 2:30 p.m. at the Madera Cemetery District Office, 1301 Roberts Ave., Madera, CA 93637**

6. Correspondence

7. Announcements

8. RECESS TO CLOSED SESSION

Personnel – CA. Government Code § 54957

In accordance with Government Code § 54957, the Governing Board will meet in Closed Session to consider the appointment, employment, evaluation or performance, discipline, resignation, retirement, reassignment, dismissal, complaint of a public employee(s), specifically affecting management, confidential, certificated and/or classified employees.

**A. Review Employee Evaluation with District employees:
Maintenance Specialist, Office Assistant, Groundskeeper III,
Groundskeeper II, Groundskeeper I**

B. Personnel matters

- All members of the public, employees and other visitors will be asked to clear the meeting room so that the Board of Trustees, and those employees and consultants invited by the Board, may discuss and/or act on those items listed.

**9. RECONVENE TO OPEN SESSION - REPORT ON ANY ACTION TAKEN DURING
CLOSED SESSION:**

10. DISCUSSION/ACTION ITEMS:

- A. Discussion/Report on operations of MCD Cemeteries**
- B. Report/Discussion of Action Items from previous board meetings**
- C. Report/Discussion/Decision on cancelation of contracts in default**
- D. Report/Discussion/Decision on budget for Fiscal Year 2025-26**
- E. Report/Discussion/Decision on step payrate changes to years 7 and 10 in salary schedule**
- F. Report/Discussion on audit for year ending June 30, 2024**
- G. Report/Discussion/Decision on what information is required for markers and monuments**
- H. Report/Discussion/Decision on volunteer policy**

- I. Report/Discussion on discrepancies between County & MCD reporting of revenue**
- J. Report/Discussion on LAFCo and adding Country Club area into MCD's Sphere of Influence**
- K. Report/Discussion on PG&E bills**
- L. Report/Discussion/Decision on policy governing transfer of preneed funds into general account**
- M. Report/Discussion on Memorial Day events for 2026**
- N. Report/Discussion on cemetery security**
- O. Report/Discussion/Decisions on investments for Endowment Care & Pre-need funds**
- P. Report/Discussion on agenda items for next month's board meeting**
- Q. Adjournment**

This Agenda has been posted this 16th day of May, 2025



Arthur Gardner – District Manager

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.

*Please note the Board of Trustees Regular Meetings are scheduled for once each month for the calendar year. However, this meeting calendar is subject to change. Regular Board Meetings are tentatively scheduled for the dates below.

June 24, 2025
July 22, 2025
August 26, 2025
September 23, 2025