



**AGENDA**  
***OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES***  
**OF THE**  
**MADERA CEMETERY DISTRICT**

**TUESDAY, MAY 26TH, 2020, 5:00 P.M., ARBOR VITAE OFFICE**

**Arbor Vitae Office**

**1301 Roberts Avenue**

**Madera, CA 93637**

This agenda has been prepared and posted at least 72 hours prior to the regular 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. Member 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 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 if necessary**

Additions to the Agenda: Items identified after preparation of the Agenda for which there is a Need to take immediate action. Two thirds vote required for consideration. (Government Code Section 54954.2 (b)(2))

- 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.

**SPECIAL NOTICE REGARDING PUBLIC PARTICIPATION DUE TO COVID-19**

**Given the current Shelter-in-Place Order covering the State of California and the Social Distance Guidelines issued by Federal, State, and Local Authorities, the Madera Cemetery District Board of Trustee's is implementing the following changes for public comment at all Board of Trustee meetings until notified otherwise. The Madera Cemetery District Office is not open to the public.**

**Written comments on Public Comment**

- **Must be received no later than 8:30 A.M. on the day of the meeting**
- **Limit 300 words or 3 minutes**
- **Submit a separate document for each agenda item,**

- Comments will be read into the record
- Comments will be distributed to the Board of Trustees

**MAIL**

MADERA CEMETERY DISTRICT, 1301 ROBERTS AVE, MADERA, CA. 93637

Please provide: Name and written comment pertaining to the agenda

**EMAIL**

[madcem@yahoo.com](mailto:madcem@yahoo.com)

**FAX**

559 674-3237

## **5. CONSENT CALENDAR**

- A. Approval of the Minutes for the Regular Meeting on April 28th, 2020.**
- B. Approval of the warrants for March in the amount of \$409,412.78. ie \$200,000.00 pre-need transfer**
- C. Next regular meeting will be held on Tuesday, June 23rd, 2020, at 5:30 p.m.**

## **6. RECESS TO CLOSED SESSION**

### **Personnel – CA. Government Code Section 54957**

In accordance with Government Code Section 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.

**Evaluations will be heard at another date unless deemed by the Board of Trustees**

## **7. RECONVENE TO OPEN SESSION-REPORT OF ANY ACTION TAKEN DURING CLOSED SESSION:**

## **8. DISCUSSION/ACTION ITEMS:**

- A. Discussion/Report/Approval Presentation From Larry Moore, Oakhill Niches**
- B. Discussion/Report if needed on operations of M.C.D. Cemeteries.**
- C. Discussion/Report of GSRMA RMAP Award Notification**

- D. Discussion/Report/Approval Decision Regarding Bidding out Workman's Compensation and Liability Insurance for the 2020-2021 Year.**
- E. Discussion/Report/Approval of Board of Supervisors Agenda Item Submittal.**
- F. Discussion/Report/Approval of 2020-2021 Budget.**
- G. Discussion/Report/Approval of Nancy Ramos C.P.A. for the 2019-2020 Audit.**
- H. Discussion/Report/Approval of Required Employer Contributions P.E.R.S. lump sum payment for the 2020-2021 year.**
- I. Discussion/Report/Approval of Sales & Service Cost Increase for the 2020-2021 Fiscal Year.**
- J. Discussion/Report/Approval of P.E.R.S. Health Provider Benefit Addition.**
- K. Discussion/Report/Approval of in Lieu of Salary Schedule Longevity of 40 Years of service, Operations Manager Position will be a 15.5.**
- L. Discussion/Report/Approval of Madera Cemetery District's Recommendation from the Madera County Health Dept.**
- M. Discussion/Report/Approval of "Shelter in Place" Work Week Scheduling.**
- N. Discussion/Report of the Disinterment and Re interment at the Arbor Vitae Cemetery.**
- O. Discussion/Report on, Memorial Day May 25<sup>th</sup>, 2020,**
- P. Discussion/Report of Cemetery Closure for May 9<sup>th</sup>-10<sup>th</sup>, 2020 "Mothers Day"**
- Q. Discussion/Report on Mosquito & Vector Report.**
- R. Discussion/Report of Westlake Property.**
- S. Discussion/Report on Cemetery Security Report.**
- T. Discussion/Report/Decisions on investments for E.C. & Pre-need funds as per Sandra Wheeler/Stifel Investments if needed.**

## **U. Adjournment.**

This Agenda has been posted this 21st day of May 2020 \_\_\_\_\_

Belva Bare - 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 Meeting Calendar is scheduled once a month for the Calendar year. However, this Meeting Calendar is subject to change.

**June 23, 2020**

**July 28<sup>th</sup>, 2020**

**August 25<sup>th</sup>, 2020**

**Sept 22<sup>nd</sup>, 2020**

**October 27<sup>th</sup>, 2020**

**November 24<sup>th</sup>, 2020**