



AGENDA
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
MADERA CEMETERY DISTRICT
TUESDAY, OCTOBER 27TH, 2020, REGULAR MEETING TO BEGIN AT
5:30 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

FAX

559 674-3237

5. CONSENT CALENDAR

- A. Approval of the Minutes for the Regular Meeting on September 22nd, 2020.**
- B. Approval of the warrants for September in the amount of \$248,972.00.**
- C. Next regular meeting will be held on Tuesday, November 24th, 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 to be heard: Groundmans II & Office Technician

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

8. DISCUSSION/ACTION ITEMS:

- A. Discussion/Report Regarding Madera County Transfer Payroll & PERS EFT Errors.**
- B. Discussion/Report/Approval Regarding Glass Front Niches, Calvary Cemetery.**

- C. Discussion/Report/Approval Oakhill Niche Completion Date and Costs.**
- D. Discussion/Report if needed on operations of M.C.D. Cemeteries.**
- E. Discussion/Report/Approval Regarding Property Adjacent to Oakhill Cemetery.**
- F. Discussion/Report/Approval of Calvary Well Repair.**
- G. Discussion/Report/Approval Public Safety Video Surveillance System Policy.**
- H. Discussion/Report/Approval Beautification/Modification of Mausoleum Area Arbor Vitae Cemetery.**
- I. Discussion/Report/Approval of Dissolving Employee Halloween Working Hours**
- J. Discussion/Report/Approval Regarding Hiring of Security Patrol for Halloween.**
- K. Discussion/Report/Approval C.A.P.C. Zoom Education November 5th, 2020, 10:00 am to 11:00 am Understanding Construction & Contracting for Cemetery Districts. "Are Bids Required?"**
- L. Discussion/Report/Approval of Cell Phone Upgrade.**
- M. Discussion/Report on Mosquito & Vector Report.**
- N. Discussion/Report of Westlake Property.**
- O. Discussion/Report on Cemetery Security Report.**
- P. Discussion/Report/Decisions on investments for E.C. & Pre-need funds as per Sandra Wheeler/Stifel Investments if needed.**
- Q. Adjournment.**

This Agenda has been posted this 20th day of October 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.**

October 27th, 2020

November 24th, 2020