



AGENDA
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
MADERA CEMETERY DISTRICT
TUESDAY, JANUARY 24, 2023, 5:30 PM
ARBOR VITAE CEMETERY, 1301 ROBERTS AVE. MADERA, CA 93637

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. 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. 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.

4. CONSENT CALENDAR

- A. Approval of the Minutes for the Regular Meeting of December 13, 2022.**
- B. Approval of the Warrants for December 2022, in the amount of \$137,272.27.**

C. Next regular meeting will be held on Tuesday, February 28, 2023 at 5:30 p.m. at the Arbor Vitae Cemetery, Main Office

5. 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.

- **Employee evaluations will be heard : Office Technician, Groundskeeper I, Groundskeeper II (2)**
- All members of the public, employees and other visitors will be asked to clear the meeting room so that the Board of Trustee, and those employees and consultants invited by the Board, may discuss and/or act on those items listed.

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

7. DISCUSSION/ACTION ITEMS:

- A. Report/Discussion/Approval of Board Chair, Vice Chair, and Secretary**
- B. Loyalty Affirmation.**
- C. Discussion/Report if needed on operations of MCD Cemeteries**
- D. Discussion/Report/Approval of lease agreement of D&D AG Services, LLC**
- E. Report/Discussion of new District office & Arbor Vitae mausoleums project**
- F. Report/Discussion of Calvary solar project**
- G. Report/Discussion of cemetery mapping software project**
- H. Report/Discussion of Aging Report**
- I. Report/Discussion of Oakhill master plan**
- J. Report/Discussion of adjustments to 2023 Budget**
- K. Report/Discussion on Burial Count for 2022**
- L. Report/Discussion on CAPC Conference, March 23-25**

- M. Report/Discussion on Trustee uniforms**
- N. Report/Discussion on CSDA 6-month free membership**
- O. Report/Discussion on professional equipment training for grounds staff**
- P. Report/Discussion on conversation with realtor re: Madera Ranchos property**
- Q. Report/Discussion/Approval of reappointment of Trustee Lois Betty**
- R. Report/Discussion/Approval of appointment of candidate to fill Maurice Cappelluti's seat**
- S. Report/Discussion/Approval of increasing Trustee compensation**
- T. Report/Discussion/Approval on increasing mileage reimbursement to match 2023 IRS standard mileage rate**
- U. Report/Discussion on property adjacent to Arbor Vitae, 780 N I St**
- V. Report/Discussion on cemetery security**
- W. Report/Discussion/Decisions on investments for E.C. & Pre-need funds if needed**
- X. Adjournment**

This Agenda has been posted this 18th day of January, 2023



Arthur Gardner – District Manager

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*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.

February 28, 2023

March 28, 2022

April 25, 2023

May 23, 2023

June 27, 2023