



# AGENDA

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

OF THE **MADERA CEMETERY DISTRICT**

**TUESDAY, JULY 16, 2024, 2:30 p.m.**

**1301 ROBERTS AVE., MADERA, CA 93637**

**Arbor Vitae/MCD 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 June 25, 2024
  - B. Approval of the Warrants for June 2024, in the amount of \$198,795.91
  - C. Next regular meeting will be held on Tuesday, August 27, 2024 at 2:30 p.m. at the Madera Cemetery District Office at 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: Groundskeeper I, Groundskeeper II, Groundskeeper II, Groundskeeper III, Office Assistant**

#### **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 OF ANY ACTION TAKEN DURING CLOSED SESSION:**

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

- A. Discussion/Report if needed on operations of MCD  
Cemeteries**
- B. Report/Discussion of Action Items from previous board  
meetings**
- C. Report/Discussion on Arbor Vitae solar, PlotBox cemetery  
mapping, electric vehicles, Oakhill retaining wall  
construction, and Arbor Vitae mausoleum**
- D. Review/Discussion on implementation of QuickBooks**
- E. Report/Discussion/Decision on Resolution 152, an  
amendment to the Policy on Decorating Graves**
- F. Report/Discussion on project to annex land along Hwy 41  
corridor**
- G. Report/Discussion on CAPC Conference Friday, October 11 in  
San Luis Obispo**
- H. Report/Discussion on District Manager's compensation**

- I. Report/Discussion on cemetery security**
- J. Report/Discussion/Decisions on investments for E.C. & Pre-need funds**
- K. Report/Discussion on agenda items for next month's board meeting**
- L. Adjournment**

This Agenda has been posted this 12<sup>th</sup> day of July, 2024



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. Regular Board Meetings are tentatively scheduled for the dates below.

August 27, 2024  
September 24, 2024  
October 22, 2024  
November 26, 2024