



AGENDA
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
MADERA CEMETERY DISTRICT
TUESDAY, MARCH 24TH, 2020 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.

5. CONSENT CALENDAR

- A. Approval of the Minutes for the Regular Meeting on
FEBRUARY 25th, 2020.**

- B. Approval of the warrants for February in the amount of \$80,309.84.
- C. Planning Meeting Thursday, March 26th, 2020, 9:00 A.M.
- D. Next regular meeting will be held on Tuesday, April 28th, 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: Superintendent

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

8. DISCUSSION/ACTION ITEMS:

- A. Discussion/Report if needed on operations of M.C.D. Cemeteries.
- B. Discussion/Report/Approval of 2018-2019 Audit as per Nancy Ramos C.P.A.
- C. Discussion/Report/Approval of Wreaths Across America.
- D. Discussion/Report/Approval of Travel Reimbursement of 57.5 cents per mile as per Federal per diem.
- E. Discussion/Report on State of California Executive Order N-25-20 Brown Act.
- F. Discussion/Report on Pandemic Information & Strategies for Madera Cemetery District.
- G. Discussion/Report/Approval For District Manager to Attend Legislation Days in Sacramento May 19-20, 2020.
- H. Discussion/Report/Approval of Policy on Designation of Family Cremation Plot.

- I. Discussion/Report/Approval of Policy Allowing Part Time or Temporary Employees to drive M.C.D. Vehicles.**
- J. Discussion/Report/Approval of Health & Safety Code information added to Policy and Procedure Manual.**
- K. Discussion/Report/Approval of Bylaws for the Mid-State Special Districts Association.**
- L. Discussion/Report/Approval of Self Quarantine for Employees if Needed.**
- M. Discussion/Report/Approval of Design of Niche Project Oakhill Cemetery.**
- N. Discussion/Report/Additions of Any Items for the Annual Planning Meeting.**
- O. Discussion/Report GSRMA Harassment & Ethics Training, Wednesday March 18th, 2020, Holiday Inn Madera.**
- P. Discussion/Report on Mosquito & Vector Report.**
- Q. Discussion/Report of Westlake Property.**
- R. Discussion/Report on Cemetery Security Report.**
- S. Discussion/Report/Decisions on investments for E.C. & Pre-need funds as per Sandra Wheeler/Stifel Investments if needed.**
- T. Adjournment.**

This Agenda has been posted this 17th day of March 2020 Belva Bare

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.

April 28nd, 2020

May 26th, 2020

June 23, 2020