

**NOTICE  
OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF  
FAIR OAKS CEMETERY DISTRICT**

Wednesday, February 8, 2017 at 9:15 am  
District Office  
7780 Olive St.  
Fair Oaks, CA 95628

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.

1. Call to Order-9:15 a.m.
2. Pledge of Allegiance
3. Roll Call of Board
4. Public Comment on any agenda items - Open or Closed

The Board of Trustees of the Fair Oaks 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. Information Items Refer To
  1. DM's Monthly Reports: Sales, Burials, Safety Meeting, Attendance & Major Purchases 1-5
  2. Web Site Hits 6
  3. Incident Report
  4. Correspondence 7-15
  5. Old Business Updates
6. Discussion Items & Possible Action Items
  - A. Facilities Committee Report
  - B. Finance Committee Report
  - C. Fair Oaks Community Partnership Action Committee Report
  - D. Oak Knoll Development
  - E. Memorial Day Committee Report
  - F. SDAC Report
  - G. Consideration of Pay Increase for Terri Perrin as Interim DM
  - H. Alarm System
7. Consent Calendar 16-19

- A. Approval of Board Minutes of January 11, 2017
- B. Approval of Claims

Board Action \_\_\_\_\_

8. Board Matters

- A. Review & Approval of FY 2016 Audit

Board Action \_\_\_\_\_

- B. Approval of Return to Work Policy

Board Action \_\_\_\_\_

- C. Approval of Addition to District Manager's Definition

Board Action \_\_\_\_\_

- D. Approval of Change Regarding California Driver's Licenses

Board Action \_\_\_\_\_

- E. Approval of Workplace Violence Prevention Policy

Board Action \_\_\_\_\_

- F. Approval of Workplace Violence Procedures Policy

Board Action \_\_\_\_\_

- G. Approval of Defensive Driving Policy & Procedures

Board Action \_\_\_\_\_

9. Trustees Questions & Comments

10. Adjournment

Prior to the Regular meeting, the Finance Committee will meet at 8:30 a.m. to review the Claims and discuss Finance Committee responsibilities

This Agenda posted this 3<sup>rd</sup> Day of February, 2017

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Terri Perrin, Office Manager

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