

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

Wednesday, February 14, 2018 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**
  1. DM's Monthly Reports: Sales, Burials, Safety Meeting, Attendance & Major Purchases **1-5**
  2. District Foreman's Report
  3. Web Site Hits **6**
  4. Incident Report **7**
  5. Correspondence **8-17**
  6. Old Business Updates
  
7. Discussion Items & Possible Action Items
  - A. Finance Committee Report
  - B. FOCAP Committee Report
  - C. Oak Knoll Development **18-19**
  - D. Voss Civil Engineer Waiver
  - E. Disposition of Trustee Askins **20-22**
  - F. LAFco Report of January 30, 2018

**8. Consent Calendar**

A. Approval of Board Minutes of January 10, 2017

**23-26**

B. Approval of Claims

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

**9. Board Matters**

a. Review & Approval of FY 2016/2017 Audit

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

b. Approval of Forms: Per Bob Hunt

**27-38**

1. Certification of Lost Certificate
2. Employee Status Change Form
3. Public Records Request
4. Permission for Exhumation & Re-Interment
5. Expense Reimbursement

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

c. Approval of Drugs and Alcohol Policy

**39-41**

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

d. Election of Chairman

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

e. Election of Vice-Chairman

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

f. Selection of GSRMA Board Member

**42-45**

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

g. Approve Corrected Resolution 2017-05

**46**

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

**10. Recess to Closed Session**

A. Public Employee Appointment, pursuant to Gov. Code 54957  
Position: District Manager - 90 Day Review

**11.** Reconvene to Open Session / Closed Session Report

**12.** Possible Wage Increase for District Manager

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

**13.** Trustee Questions & Comments

**14.** 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 9<sup>th</sup> Day of February, 2018

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Terri Perrin, District Manager

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