

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

Wednesday, March 13, 2019 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

- A. DM's Monthly Reports: Sales, Burials, Safety Meeting, Attendance & Major Purchases **1-5**
- B. District Foreman's Monthly Report
- C. Web Site Hits **6-7**
- D. Incident Report
- E. Correspondence **8-11**
- F. Job Descriptions and Duties Presented
- G. Safety Program Presented.
- H. Evaluation Forms Presented

6. Discussion Items & Possible Action Items

- A. Finance Committee Report
- B. Oak Knoll Development
- C. Job Title & Duties for Gonzalo Vega
- D. Approval of Signatures for Sacramento County
- E. SDAC Meeting Report

7. Consent Calendar

12-13

- A. Approval of Board Minutes of February 13, 2019
- B. Approval of Special Meeting Minutes February 27, 2019
- C. Approval of Claims

Board Action _____

8. Board Matters

- A. Discussion and Approval of Employee Handbook

Board Action _____

- B. Approval of Final Audit

Board Action _____

9. Trustee 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 8th Day of March, 2019

Guillermo Barron, 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.