



FAIR OAKS CEMETERY DISTRICT

Guillermo Barron
District Manager
Teresa Day
Admin Assist
Mysti Lingenfelter
Admin Assist

7780 Olive Street Fair Oaks, CA 95628
Phone (916) 966-1613 Fax (916) 966-8921
www.fairoaksceemetery.com
ESTABLISHED 1902

BOARD OF TRUSTEES
Robert Clouse-Chairman
Carolyn Flood-Vice Chairman
Beverly J. Dodds
Patricia Vogel
Albert D. Neufeld

**“It is our mission to partner with our community to
preserve our past & memorialize our future”**

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

Wednesday, August 14, 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. Consent Calendar

- A. Approval of Special Board Minutes of June 19, 2019
- B. Approval of Board Minutes of July 10, 2019
- C. Approval of Claims

Refer To:

1-6

6. Information Items

A. DM's Monthly Reports:

- i. Sales
- ii. Internments
- iii. Safety Report
- iv. Major Purchases or other extraordinary expenditures
- v. Incidents
 1. Present estimate on fence for Meegan
 2. Gate Locked on Saturday

7-9

B. District Foreman's Monthly Report

- i. Safety Meetings Conducted
- ii. Any unusual activities

C. Office Report

- i. Website hits

10-15

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting August 14, 2019

- ii. Correspondence
- iii. Upcoming events, conferences, and trainings

D. Investment Committee Report

7. Board Discussion & Possible Action Items:

- A. Discussion of and adoption of revised schedule of prices for all services **16-19**
- B. Necessary Action on Attendance & Sick Leave Payout per Handbook Policy **20**
- C. Update and necessary action on (*Fountains*) Development Project
 - i. DM - Propose solution for completing project
- D. Update and necessary action on Website
 - i. Lingenfelter - present update **21A-22B**
- E. Update and necessary action on Land Purchase Project
 - i. DM - Propose solution for acquiring land for purchase.
- F. Discussion and adoption of Final Budget for FY 2019/2020 **23-27**

8. Trustees Discussions, Questions, & Comments

9. Recess to Closed Session

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 below.

- A. Conference with Legal Counsel - Liability Claims, pursuant to Gov. Code 54956.95:

Claimant: James Holmes

Agency Claimed Against: Fair Oaks Cemetery District

- B. Public Employee Performance Evaluation - pursuant to Gov. Code 54957

Title: District Manager

10. Reconvene to Open Session and Report any Action Taken During Closed Session

11. Adjournment

This Agenda posted this 9th Day of August, 2019

Guillermo Barron, District Manager

A complete agenda packet, including staff reports and supporting documents, is available for public inspection at the District Office during normal business hours.

In compliance with Americans with Disabilities Act the Fair Oaks Cemetery District will make available to members of the public any special assistance necessary to attend and participate in this meeting. In addition, if requested this agenda will be made available in appropriate alternative formats. All such requests should be made at least 72 hours prior to the meeting to the District Manager at 916-966-1613 or at the District's office as listed at the top of the agenda.