

ORLAND CEMETERY DISTRICT

March 12, 2024

9:00 A.M.

I.O.O.F Cemetery

District Office / 3900 County Road "P" Orland, California 95963

AGENDA

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 act on any unscheduled items unless it is declared by a vote of a least two-thirds (2/3) of the Board that there is a 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 public identification purposes only and will not necessarily be considered in indicated order. Details concerning agenda items are available for public reference during normal business hours at the District Office.

1. Call to order:

2. Pledge of Allegiance:

3. Roll call:

4. Public comment on any agenda item – Open or Closed:

The Board of Trustees of the Orland 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 Chairman and identify themselves for record. The presiding Chairman may, in the interest of time and good order, limit the length of public comments and presentations.

5. Consent Calendar:

- A. Approval of the February 13, 2024, Board Meeting Minutes:
- B. Approval of February 2024 Monthly Expenditures/Claims (Tentative):

6. Information Items:

- A. Managers Monthly Report:
 - 1. Incidents/Safety Report.
 - 2. Correspondence.
 - 3. Grounds & Maintenance Report.

7. New Business/Future Agenda Items:

- A. Consideration of Notice of Intent for coverage by Golden State Risk Management Authority for Fiscal Year 2024-2025.
- B. Orland Cemetery District – Resolution No. 2024-03-12 to Transfer Funds. These funds are for the Ossuary Beautification Project.
- C. GSRMA Board of Directors Election Ballot (Cast Vote):
- D. Proposed Orland Cemetery District Payment Policy: Discussion/Vote
- E. Orland Cemetery District Landscape Timer: Discussion/Vote
- F. Summer Hours for Groundskeepers Discussion:
- G. Orland Cemetery District Job Descriptions: Discussion/Review

8. Old Business:

- A. Ossuary Beautification Project Discussion/Planning:
- B. Barceloux-Tibessart Foundation 2024 Grant planning:
- C. Golden State Risk Management Authority: RMAP Application for 2023/2024 has been submitted.
- D. Discussion Orland Cemetery District 06/30/2022 Audit Update/Discussion:

9. Close session:

- A. None scheduled.

10. Return to open session:

- A. None scheduled.

11. Trustee Discussion and Comments:

- A. Monthly Safety Meeting – Trustee Kevin Donnelley:
 - 1. Cemetery Worker Safety – Meeting held on March 5, 2024.

12. Staff Reports:

- A. Office Manager’s Monthly Report:
- B. Sales, Burials, Deposit, Major Purchases: (9) Full Burials and (2) Cremation Burials for the Month of February 2024.
- C. CAPC Annual Conference: March 14 – 17, 2024 – San Diego.

13. Adjournment:

This Agenda was posted this 6th day of March 2024 by Staci K. Buttermore, Office Manager.

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