



FAIR OAKS CEMETERY DISTRICT

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ESTABLISHED 1902

BOARD OF TRUSTEES
Pete Schroeder-Chairman
Carolyn Flood-Vice Chairman
Patricia Vogel
Albert D. Neufeld
Bob Clouse

"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, April 10, 2024, at 9:00 am
District Office
7780 Olive St.
Fair Oaks, CA 95628

Finance Committee meets at 8:45am
Investment Committee meets prior to board meeting.

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 & Opportunity to Discuss Matter within District Jurisdiction

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:

A. District Foreman's Monthly Report

- i. Safety Report
- ii. Any unusual activities

B. DM's Monthly Reports:

- i. Sales 1-14
- ii. Internments
- iii. Attendance
- iv. Website Contacts
- v. Major Purchases or other Extraordinary Expenditure
- vi. Incidents
- vii. Correspondence 15-27

1. Thank you from Willey Family
2. CSDA Membership Cost

viii. Upcoming events, conferences, and trainings

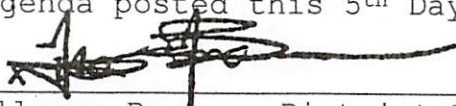
C. Committee Reports:

- i. Finance Committee
- ii. Investment Committee

Fair Oaks Cemetery District Agenda for Board of Trustees Meeting April 10, 2024

- iii. Other Committee Reports
 - 1. Update on Land/Tax Issues
District is discussing solutions to lack of resources . 28-30
 - 2. Memorial Day Committee Report
District is discussing Memorial Day event.
- 6. Unfinished Business - Board Discussion & Possible Action Items
 - A. FEMA Update
District Staff will update the board on FEMA grant progress. 31-32
 - B. Audit Update - Scott German
Audits presented.
 - C. FOCD Policy Manual
New Sections regarding policy manual.
 - i. FOCD Strategic Plan See
 - ii. Cyber Security & Cyber Incident Response Plan Add
 - iii. Business Continuity & Disaster Recovery Plan Packet
 - iv. Board Member Onboarding?
 - v. Driving Record?
 - vi. Meal per diam?
 - D. Bank Research
Board requested information on possible solutions for changes in our bank.
 - E. Salary/ Wage for District Manager 33
Management salary to be discussed.
 - F. Document Retention & Destruction
Review documents to be destroyed.
- 7. New Business - Board Discussion & Possible Action Items
 - A. Consent Calendar 34-42
 - i. Approval of Board Minutes of March 13, 2024
 - ii. Approval of Claims
- 8. Trustees Discussions, Questions, & Comments
- 9. Adjournment

This Agenda posted this 5th Day of April 2024



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.