

# Oroville Cemetery District Board of Trustees

District Office, 5646 Lincoln Boulevard, Oroville, CA 95966

## Notice of Regular Meeting Agenda

Monday, July 25, 2022 @ 5:00 p.m.

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 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.

### **A. CALL TO ORDER**

### **B. PUBLIC COMMENT**

The Board of Trustees of the Oroville Cemetery District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Members of the public may address matters within the subject matter jurisdiction of the Board of Trustees. 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.

### **C. CONSENT AGENDA**

1. Approval of Minutes for the Regular Meeting on June 27, 2022.
2. Approval of Warrants: Year Ending 2021-22 Check Nos. 21855, 21859, 21860, 21861, dated July 15, 2022, and 21868-21877, dated July 25, 2022, for \$5,171.92. And 2022-23 Beginning Year Warrants Check Nos. 21856 through 21905, in the amount of \$77,638.41.

### **D. MANAGER'S REPORT**

3. Manager's Report, July 25, 2022

### **E. BUSINESS**

4. Review and possible action to approve reinvesting matured funds held at Stifel for the Endowment Principal & Interest accounts  
The Principal account has \$80K available and the Endowment Interest account has a balance of \$190,107 with funds maturing 8-8-22 and 5-9-23. Jim Moll will share investing options.
5. Review and possible action to approve the proposed 2022-2023 budget  
Proposed Budget amount is \$949,839.00. Projected income from taxes and charges for current services, miscellaneous revenue is \$838,119. Expenditures are Salaries-\$631,427, includes a 4% increase, Services & Supplies \$207,222, Capital Assets \$106,190, and Special Expense is \$5,000. Expense to the budget is \$111,720, the unassigned fund balance is \$452,488.  
  
Fixed Assets include:  
Road repairs & seal coating - \$21,750.00  
Purchase of a John Deere 50G Compact Excavator - \$78,540.00  
Master Lower Device - \$5900  
Wyandotte Surveying - \$9950 (rolled over from 21-22)  
  
The Pre-need Liability Schedule shows an excess of \$110,441.20.  
  
Recommendation: Adopt the 2022-23 Budget as Presented.
6. Possible action to appoint a Deputy Check Signer and Adopt Resolution No. 2022-23/01  
Currently the District has two board members authorized to sign checks. Current signer, Miguel Garcia's last day of employment is Friday, July 29, 2022. The District needs to appoint a new Deputy Signer and Adopt Resolution No. 2022-23/02-01.

Recommendation: Appoint a Deputy Check Signer Dusty Lewis and Adopt Resolution No. 2022-23/01.

7. Removal of 13 dead trees at the Oroville Cemetery on Feather River Blvd  
The District was contacted by Wade Attebury/City Parks & Trees on Thursday, July 14, 2022, regarding "hazardous" trees at the cemetery. He advised that the trees need to be removed ASAP. The gates have been locked and signs posted to not enter the cemetery. The proposed budget for 2022-23 for tree maintenance is \$16,800.00 for a total of six days of work. The cost to remove 13 trees would be much higher.  
  
Dawn Nevers, Asst. Community Development Director was contacted regarding the possibility of getting assistance to cover the cost of removing the trees.
8. Biennial review of the District's Conflict of Interest Code  
In compliance with the Political Reform Act, the District needs to review our Conflict of Interest Code.  
  
Recommendation: No changes required at this time.
9. Review and possible action to add Gate Keepers to Accularm account  
Bob & Vickie Price, live less than a block from the Cemetery and they are interested in responding to alarm calls for Memorial Park. Current trip rate is \$14.65.
10. Public Employee Appointment Evaluation  
(Gov. Code Section 54957(b)(1)) – Maintenance Worker II

**F. TRUSTEES QUESTIONS & COMMENTS**

**H. ADJOURNMENT**

The next regular meeting of the Oroville Cemetery District Board of Trustees will be on, Monday, August 22, 2021, at 5:00 p.m. at the District office located at 5646 Lincoln Boulevard, Oroville, California.

**This agenda was posted on July 22, 2021**

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Cheryl Smith, District Manager

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at the District Office at 5646 Lincoln Blvd. Oroville, CA 95966 or on the District's website at [www.oroilcecemetery.com](http://www.oroilcecemetery.com).

In compliance with the Americans with Disabilities Act, the Oroville Cemetery District will make available to members of the public any special assistance necessary to participate in this meeting. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). The public should contact the District Manager at 530-533-2920 to make such a request. Notifications 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

*The Oroville Cemetery District is an Equal Opportunity Provider*