

**VISALIA PUBLIC CEMETERY DISTRICT**  
**1300 W. GOSHEN AVE, VISALIA, CA 93291 (559) 734-6181**  
**REGULAR BOARD OF TRUSTEES' MEETING**  
**WEDNESDAY, MAY 31, 2017 - 9 A.M. - CEMETERY OFFICE**  
**AGENDA**

1. CALL TO ORDER AND RECORD OF ATTENDANCE
2. PUBLIC COMMENT (LIMITED TO 5 MINUTES PER SPEAKER)
3. REVIEW AND APPROVAL OF MINUTES OF APRIL 26, 2017

**NOTICE TO THE PUBLIC - PUBLIC COMMENT PERIOD**

AT THIS TIME, MEMBERS OF THE PUBLIC MAY COMMENT ON ANY ITEM NOT ON THE AGENDA THAT IS WITHIN THE JURISDICTION OF THE BOARD. Under State law, matters presented under this item cannot be discussed or acted upon by the board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for board consideration. Any person addressing the board will be limited to a maximum of five (5) minutes so that all interested parties have an opportunity to speak.

**Closed Session: 1. Conference with Legal Counsel for the District pursuant to Government Code Section 54956.9(d)(2) and subsection (e)(2). Exposure to one (1) potential action re: employee misappropriation of public funds**

**ACTION ITEMS:**

1. REVIEW COPIES OF VISION PLAN, MARKETING PLAN AND STRATEGIC PLAN UPDATED ON 4-19-17
2. DISTRICT ADVISED GSRMA TO REMAIN FOR 17/18, BOARD TO FORMALIZE NOTICE TO WITHDRAW FOR 18/19
3. ACCOUNT ANALYSIS, RENAME ACCOUNTS AND DETERMINE APPROPRIATENESS OF ACCOUNT LEVELS
4. INCOME AND EXPENSE BUDGET FOR FISCAL 17/18  
AREAS OF DISCUSSION – CAPC SURVEY BROKEN OUT INTO LIKE AND LOCAL CEMETERIES, REMOVE EXTRA COST FOR TREE AREAS, REDUCE VAULT PRICE BY 10%, SALARY, HEALTH CARE COVERAGE AT LOWEST COST PLAN OPTION FOR EMPLOYEES, ADDENDUM TO MAINTAINANCE CONTRACT TO ADD STAFF, ANALYSIS OF NICHE AVAILABILITY AND ADDITION OF 90 LARGE SIZED IN VMG, CAR ALLOWENCE AND ADVERTIZING
5. MANAGER UPDATES TO STRATEGIC PLAN
6. MANAGER REPORT
7. BURIAL COUNT WORKLOAD REPORT

**FINANCIAL TRANSACTIONS:**

Financial reports and ratification of expenses for April 2017 & District Credit Card Statement review  
Other Board Matters

**OPEN SESSION AGENDA ITEMS**

**NOTICES TO THE PUBLIC**

ALL WRITINGS, MATERIALS AND INFORMATION PROVIDED TO THE BOARD FOR THEIR CONSIDERATION RELATING TO ANY OPEN SESSION AGENDA ITEMS OF THE MEETING ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE ADMINISTRATION OFFICE OF THE DISTRICT LOCATED AT 1300 W. GOSHEN AVE, VISALIA CA. 93291

**CLOSED SESSION**

AS PROVIDED IN THE RALPH M. BROWN ACT, GOVERNMENT CODE 54950 ET SEQ. THE BOARD MAY MEET IN CLOSED SESSION WITH MEMBERS OF ITS STAFF, EMPLOYEES AND ITS ATTORNEYS. THESE SESSIONS ARE NOT OPEN TO THE PUBLIC AND MAY NOT BE ATTENDED BY MEMBERS OF OTHER PUBLIC. THE MATTERS THE BOARD WILL MEET ON IN CLOSED SESSION AS REQUIREING IMMEDIATE ATTENTION AND ARISING AFTER THE POSTING OF THE AGENDAS. ANY PUBLIC REPORTS OF ACTION TAKEN IN THE CLOSED SESSION WILL BE MADE IN ACCORDANCE WITH GOVERNMENT CODE 54957.1

**ADJOURNMENT**

IN COMPLIANCE WITH THE AMERICAN WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE BOARD OFFICE AT (559) 734-6181