

**AGENDA
REGULAR MEETING
THE BOARD OF TRUSTEES
OF THE
RUSSIAN RIVER CEMETERY DISTRICT
DATE: SEPTEMBER 15, 2020
MEETING LOCATION: CEMETERY OFFICE AT 940 LOW GAP RD., UKIAH, CA
REGULAR MEETING: TUESDAY TIME: 11:00 AM**

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.

- 1. CALL TO ORDER**
- 2. ROLL CALL OF THE BOARD**
- 3. PUBLIC COMMENT**

The Board of Trustees of Russian River Cemetery District appreciates and encourages public interest and welcomes comments 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.

- 4. CONSENT CALENDAR**
 - A. Approval of Minutes – August 18, 2020 Regular Monthly Board Meeting**
 - B. Approval of Claims – August #7481-7499**
- 5. INFORMANTION ITEMS**
 - A. Office Manager’s Monthly Report**
 - I. Financial Statements August 2020**
 - II. Correspondence**
 - B. Grounds Foreman’s Monthly Report**
 - I. Burials for month and year to date**
 - II. Grounds maintenance**
 - C. Investment Committee Report**
 - D. Policy and Procedures Committee Report**

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6. GENERAL DISCUSSION & POSSIBLE ACTION ITEMS

- A. *Action item:* Transfer endowment care interest for the fiscal year ended June 30, 2020 from the County Endowment Care Fund to the County General Fund in the amount of \$4,862.44.
- B. *Action item:* Review and approve bids(s) to upgrade the electrical panel in the shop.
- C. *Action item:* Review and approve bid to replace three roll up doors in the shop.
- D. *Action item:* Review and approve bid to resurface roads.
- E. *Action item:* Contract extension for plot and cemetery services

7. TRUSTEES DISCUSSIONS, QUESTIONS & COMMENTS

8. RECESS TO CLOSED SESSION: None

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.

9. RECONVENE TO OPEN SESSION

10. REPORT OF ANY ACTION TAKEN DURING CLOSED SESSION

11. ADJOURNMENT: NEXT REGULAR MEETING: October 20, 2020.

This Agenda posted this 11th day of September, 2020.



Dana Kornegay
Office Manager

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