

# AUBURN PUBLIC CEMETERY DISTRICT

1040 COLLINS DRIVE • P.O. BOX 4357 • AUBURN, CALIFORNIA 95604  
(530) 885-5922 • FAX (530) 885-5938

## REGULAR BOARD MEETING AGENDA

DATE: April 12<sup>th</sup>, 2022


TIME: 9:00 A.M.

PLACE: NEW AUBURN CEMETERY - 1040 COLLINS DRIVE -AUBURN, CA. 95603

The Auburn Public Cemetery District is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, we have listening devices available. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the Clerk of the Board. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Clerk five business days prior to scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

- I. **ROLL CALL – Pledge of Allegiance**
- II. **PUBLIC COMMENT – Any person may address (5 minutes maximum) the Board of Trustees on any matter. However, the Board cannot discuss, or take any action on any item that is not on the agenda.**
- III. **CONSENT CALENDAR**
  1. Approval of March 8<sup>th</sup>, 2022, Regular Board Meeting Minutes *Page...2*
  2. February 15<sup>th</sup>, 2022 – March 14<sup>th</sup>, 2022, Check Register *Page...3*
- IV. **FINANCIAL ITEMS**
  1. Current Financial Report *Pages..4-7*  
No action to be taken information only.
- V. **MANAGER’S REPORT** *Pages..8-9*
- VI. **TRUSTEES’ QUESTIONS & COMMENTS**
- VII. **GOVERNANCE**
  1. **PCA Training – April 27<sup>th</sup>** Hosted by the South Shasta Cemetery District *Pages..10-12*
- VIII. **POLICY REVIEW**
  1. **District Donation Policy – Information/Action** *Pages..13-19*  
Review and discuss the implementation of a donation policy.
  2. **District Reimbursement Policy – Information/Action** *Pages..20-21*  
Review revised policy.
  3. **Record Retention Policy – Information/Action** *Pages..22-29*  
Review revised policy.
- IX. **UNFINISHED BUSINESS**  
None
- X. **NEW BUSINESS**
  1. **Audit Report & Proposal – Information/Action** *Pages..30-61*  
Auditor David Farnsworth presenting to the board the final 2021 audit report for consideration of approval, as well as a 2022 proposal of services.
  2. **Placer County LAFCO Election of Special District Representative – Information/Action** *Pages..62-65*  
Review and discuss the possible nomination of a district trustee.
- XI. **CLOSED SESSION**
  1. **Public Employee Performance Evaluation –**  
Title: District Manager – pursuant to Sec. 54957 of the Government Code.
- XII. **ADJOURNMENT**

*This Agenda has been certified and posted in accordance with the Brown Act:*



Clerk of the Board

Next Board Meeting: May 10<sup>th</sup>, 2022