

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

DATE: September 12th, 2023

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 August 8th, 2023 Regular Board Meeting Minutes & August 15th 2023 Special Board Meeting Minutes [Page..2-4](#)
2. July 15th, 2023 – August 14th, 2023, Check Register [Page..5](#)

IV. FINANCIAL ITEMS

1. Current Financial Report [Page...6](#)
No action to be taken information only.

V. MANAGER’S REPORT [Page..7-8](#)

VI. TRUSTEES’ QUESTIONS & COMMENTS

VII. GOVERNANCE

1. **CAPC Education/Area Meeting**
October 6-7, 2023, Holiday Inn Sacramento Downtown Area
2. **GSRMA 17th Annual Training Conference**
October 19-20, 2023, Rolling Hills Resort, Corning, CA [Page..9-11](#)

VIII. POLICY REVIEW

1. **Personnel Policy – Information/Action** [Page..12-27](#)
Review District’s Personnel Policy

IX. UNFINISHED BUSINESS

1. **Collins Drive Subdivision – Information/Action** [Page..28-31](#)
Discussion with Kyle Martinez, P.E. Senior Engineer of Youngdahl Consulting Group regarding potential placement of dirt on District property
2. **Partnership with the Auburn State Theatre – Information/Action**
Discussion of screening a movie, Disney’s Coco, at the New Auburn Cemetery for Dia De Los Muertos
3. **Crown Castle Lease Negotiations – Information/Action** [Page..32-36](#)
Discussion of past communications relating to AT&T tower on District property

X. NEW BUSINESS

1. **Amendment to District Budget – Reduce \$5,000 from RC05611 Investment Income – Endowment Interest and Reduce \$5,000 from SC2940 Professional and Special Services – General - Information/Action** [Page..37](#)
Discussion of decreasing funds from Revenues and Expenses by \$5,000 due to Endowment Interest being a non budgetary item
2. **Christy Vault Company – Information/Action** [Page..38-39](#)
Discussion of whether to continue to use Christy Vault Company

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3. District Price Sheet Revision – Information/Action

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Discussion of revision of District Price Sheet in regards to surcharges added to taxable items – Merchant Card Processing Fee

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

Clerk Of The Board: David A. Weir

Next Board Meeting: October 10th 2023