

# NOTICE & AGENDA

## OF A MEETING OF THE BOARD OF TRUSTEES OF HAPPY HOMESTEAD CEMETERY DISTRICT

Monday, July 13, 2020 at 9:00 a.m.

District Office, 1261 Johnson Blvd. – South Lake Tahoe, CA

1. Call to Order and Determination of Quorum
2. Pledge to the flag
3. Public Comment - Introduction

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 public may be heard on an item before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations (3) minutes for each speaker. Members of the public may address matters under the jurisdiction of the Board of Trustees, and not on the posted agenda, provided that no action shall be taken on any item not appearing on the agenda. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-third (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.

4. Consent Calendar.

The Consent Calendar contains non-controversial items, staff reports, and matters not requiring further Board Discussion for action. Any Board member, staff member, or member of the public may request an item to be removed from the Consent agenda for discussion.

<u>Item</u>	<u>Responsible Party</u>	
A. Minutes of the Board Meeting of	Nkala	Approve
05/12/2020		
06/23/2020		
06/30/2020		
B. Claims since Previous Meeting	Warren	Receive & File

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5. Action Items and Presentations

- A. Presentation, discussion, and possible approval of retaining wall design – Nkala/D'Angelo
- B. Discussion, and update on Lower Heavenly View Niches, OM Stone – Nkala
- C. Approval, Holiday & Employee Recognition Policy – Nkala/Velasquez
- D. Discussion, and approval of California Census meeting, District shop 8/3 to 8/7– Ellis
- E. Discussion, and approval of Interim District Manager wage – Ellis
- F. Discussion, and possible approval of job title change from Groundskeeper/Mechanic to Grounds Forman, and possible approval of wage increase – Ellis
- G. Discussion, and possible approval of the hiring of a Groundskeeper - Ellis

6. Closed session – PUBLIC EMPLOYEE PERFORMANCE

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) Title: Interim District Manager

7. Report out of Closed Session

8. Staff / Committee Reports – Receive & File

- A. Interim District Manager/Clerk – Nkala
- B. Groundskeeper - Hobby
- C. Bookkeeper – Budman
- D. Finance Standing Committee – Tillson

9. Questions or Comments by Trustees

10. Adjournment

Posted on July 10, 2020

A handwritten signature in black ink, appearing to read "Adria Nkala", written over a horizontal line.

Adria Nkala, Clerk of the Board

Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the Board Clerk, specifying your disability, the format in which you would like to receive this Agénda, and any other accommodation required no later than 24 hours prior to the start of the meeting. Happy Homestead Cemetery District 530-541-7070.