**NOTICE & AGENDA**

OF A MEETING OF THE BOARD OF TRUSTEES OF

HAPPY HOMESTEAD CEMETERY DISTRICT

Tuesday, July 20, 2021 at 9:00 a.m.

PUBLIC PARTICIPATION INSTRUCTIONS: To comply with physical distancing requirements from the Governor, the Board Chambers will be closed to members of the public and all public participation will be handled remotely.

The public should call into 415-762-9988.

The Meeting ID: 894 8654 0104

The Meeting Passcode: **512868**

To observe the live stream of the Happy Homestead Cemetery District’s meeting go to:

  <https://us02web.zoom.us/j/89486540104?pwd=WXR6RDJXdWZ5OWNvak1xYkhEdlJpUT09>

If you are joining the meeting via zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press \*9 to indicate a desire to make a comment. Speakers will be limited to 3 minutes. By participating in this meeting, you acknowledge that you are being recorded.

 If you choose not to observe the Happy Homestead Cemetery District’s meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on the Monday prior to the Board meeting. Please submit your comment to the Clerk of the Board at h.dist@att.net. Your comment will be placed into the record and forwarded to the Board of Trustees.

The Clerk of the Board is here to assist you, please call 530-541-7070 if you need any assistance with the above directions to access the meeting.

Happy Homestead Cemetery District

Board of Trustees Meeting

Tuesday, July 20, 2021, at 9:00 a.m.

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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.

 Item\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Responsible Party\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Minutes of the Board Meeting of Nkala Approve

04/21/21

1. Claims since Previous Meeting Nkala Receive & File

Happy Homestead Cemetery District

Board of Trustees Meeting

Tuesday, July 20, 2021, at 9:00 a.m.

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 5. Action Items and Presentations

1. Discussion, acceptance, and adoption of resolution, and new policies; Covid vaccination Resolution, Financial Reserves Policy, Records Retention Policy & Schedule, and Ethics Policy. – Nkala
2. Discussion, and approval of FY 20-21 budget adjustments – Budman/Nkala
3. Discussion, development of blocks M&N (No attachments) – Nkala/Hobby
4. Discussion, and update of the Retaining Wall Project (No attachments) – Nkala

 6. Staff / Committee Reports – Receive & File

1. District Manager/Clerk – Nkala
2. Groundskeeper - Hobby
3. Bookkeeper – Budman
4. Finance Standing Committee – Witt

 7. Closed Session– PUBLIC EMPLOYEE PERFORMANCE

* 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code

 section 54957(b)(1).) Title: District Manager

 8. Report out of closed session

 9. Questions or Comments by Trustees

 10. Adjournment

 Posted on July 16, 2021

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 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 Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting. Happy Homestead Cemetery District 530-541-7070.