

ORLAND CEMETERY DISTRICT

Trustee Board Meeting

May 12, 2026

9:00 A.M.

A Regular Board Meeting of the Governing Board of the Orland Cemetery District ("District") will take place at 3900 County Road "P" Orland, California 95963.

AGENDA

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 act on any unscheduled items unless it is declared by a vote of at least two-thirds (2/3) of the Board that there is a 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 public identification purposes only and will not necessarily be considered in indicated order. Details concerning agenda items are available for public reference during normal business hours at the District Office.

1. **CALL TO ORDER:**

2. **PLEDGE TO ALLEGIANCE:**

3. **ROLL CALL:** Chair Beale Vice Chair Donnelley Trustee Tefelski
 District Manager Buttermore Grounds Foreman Ollenberger

Guests: _____

4. **PUBLIC COMMENT ON ANY AGENDA ITEM – OPEN OR CLOSED:**

The Orland Cemetery District Board of Trustees encourages interested members of the public to address the Board on any matter or issue that is within the subject matter jurisdiction of the District. At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. If you discuss a matter that is not listed on the Agenda, state law prohibits the Board from discussing or taking any action on such matter during this meeting. All persons wishing to speak must inform the clerk in advance of the start of the meeting. Public comments are limited to three minutes per speaker.

Under the provisions of the Brown Act, the Board is prohibited from taking action on oral requests. However, the Trustees may respond briefly or refer the communication to staff. The Trustees may also request the clerk to calendar an item related to your communication at a future Trustees meeting.

5. **CONSENT CALENDAR:** *Items that are considered routine, non-controversial and generally approved in a single motion. A Trustee may request to have an item removed from the consent calendar for discussion or to be deferred.*

- A. Approval of March 2026 Monthly Financial Expenditures/Claims Reports:
- B. Approval of April 14, 2026, Board Meeting Minutes:

6. INFORMATION ITEMS:

A. Grounds Foreman Report (April 2026)

1. Monuments/Headstones:
2. Grounds/Project Update:

B. Manager's Monthly Report: (April 2026)

1. Incidents/Safety Report:
 - Sink Hole – Old Catholic – Section 2
 - Roseville Equipment Show – Heat Illness Safety Training – provided by GSRMA.
 - Headstone Placement Training – Shane Fairman with Fairman Memorials has provided (2) training days for district staff. Shane also reviewed concrete preparation and techniques.
2. Correspondence/Community Communications:
 - Delinquent Special District Financial Report- California State Controller - Update
3. Events Scheduled/Attended:
 - Roseville Cemetery Equipment Show & Safety Training – April 24, 2026.
4. Burial Report (April 2026): (5) Full Burials – (1) Cremation Burials:
 - Larry Judkins – 04.03.2026 – Graves Cemetery.
 - Jamie Sanchez – 04.07.2026 – Old Catholic Cemetery.
 - William Petersen – 04.10.2026 – Graves Cemetery.
 - Hildi Knecht – 04.14.2026 – Masonic Cemetery.
 - Lionel Martin – 04.17.2026 – Catholic Cemetery
 - Michael Rodriguez-Rangle – 04.22.2026 – Catholic Cemetery.
5. Sales, Burials and Deposits April 2026:
 - (1) Pre-Needs.
 - (7) Contract Payments.
 - (5) Burial Payments.
 - (3) Pre-Need Grave Purchases.
 - (1) Vases Payment (Resale through Advance Monument).

7. NEW BUSINESS:

A. Request for Participation in U.S. Army Donation Program:

- **Resolution No. 2026-05-12** -Authorizing Participation in the United States Army Donation Program for the Acquisition and Display of Decommissioned Military Equipment.
- Letter to Glenn County Board of Supervisors – Request for Participation.
- Program Qualification Questionnaire.

B. IOOF Section 5 – Veterans Area Discussion:

- Memorial Decoration & Monument Items Discussion/Policy Review/Adoption

C. Golden State Risk Management Authority Notice to Withdraw Fiscal Year 2026-2027:

- Discussion to Rescind Notice to Withdraw for Fiscal Year 2026-2027.

D. Glenn County Senior Resource Expo- June 25, 2026.

- District signed up to participate in this event.

E. Golden State Risk Management Authority THRIVE Awards:

- Approve Participation and Application.

F. Cemsites – Purchase of Additional Modules: Discussion/Approval

- Visual Lot Viewer.
- Additional Requirements – Map Printing.
- Custom Development – Correction of Catholic Map Section.
- Custom Documents.

G. Appoint District Treasurer: Resolution No. 2026-05-12-1

H. Discussion on Acquiring Golf Cart for District:

I. Orland Cemetery District Beautification Project:

- Beautification Project for the Orland Cemetery District that would include the installation of decorative posts with section identification signage throughout each of the District’s cemeteries. The purpose of this project is to enhance the overall appearance and aesthetic appeal of the cemeteries while also improving navigation for visitors. In addition to providing a more welcoming and organized environment, the project is intended to improve the visitor experience and support the District’s ongoing commitment to maintaining respectful, accessible, and attractive cemetery grounds.

Funding for this project is already available in the 2025-2026 budget, Special Department Expenses, line item 03280.

8. OLD BUSINESS:

A. Orland Cemetery District Glenn County’s Indigent Burial Update: (Tentatively)

B. Orland Cemetery District – Reclaimed Graves Update:

- District petition for abandonment was granted on April 22, 2026, with a final granting date of April 22, 2027.
- District staff are working on preparing/cleaning sites of unknowns that were discovered during the ground radar surveying.

C. Orland Cemetery District – Memorial Day Ceremony

- Discussion.

9. CLOSE SESSION:

A. Public Employee Discipline/Performance – (Gov. Code § 54957)

10. RETURN TO OPEN SESSION:

A. Employee Action.

11. TRUSTEE DISCUSSION AND COMMENTS:

Trustees and the District Manager may comment upon District events; provide reports on attended meetings and events; and suggest items for future Trustees’ consideration, among other items.

A. Trustee Comments and Event/Function Report Out.

B. District Manager Comments and Event/Function Report Out.

12. **UPCOMING CONFERENCE/TRAINING:**

None at this time.

13. **ADJOURNMENT:**

Any person with a disability who requires accommodation in order to participate in the meeting should telephone the District Cemetery Office at (530) 865-3880, at least 48 hours prior to the meeting in order to make a request for disability-related modifications or accommodation.

DECLARATION OF POSTING: I declare under the penalty of perjury that I am employed by the Orland Cemetery District, and the foregoing agenda was posted on the District's website (<https://www.orlandcemeterydistrict.com>) and at the District office on **Friday, May 8, 2026**


Staci K. Buttermore, Board Secretary

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