

ORLAND CEMETERY DISTRICT

Trustee Board Meeting

August 11, 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 June 2026 Monthly Financial Expenditures/Claims Reports: (tentative due to year-end)
- B. Approval of July 14, 2026, Board Meeting Minutes:
- C. Next regular meeting will be held on ***Tuesday, September 8, 2026, at 9:00 a.m.*** at the Orland Cemetery District Office, 3900 County Road P, Orland, CA 95963.

6. INFORMATION ITEMS:

A. Grounds Foreman Report (July 2026) – (see attachment)

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

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

1. Incidents/Safety Report:
 - Unauthorized Camping at IOOF Cemetery – July 31, 2026.
2. Correspondence/Community Communications:
 - None.
3. Events Scheduled/Attended:
 - Manager's Meeting – August 14, 2026 – Visalia Public Cemetery District
 - PCA Meeting – September 21, 2026 – Manteca, CA.
4. Burial Report (July 2026): (3) Full Burials – (2) Cremation Burials:
 - Johnny Vogt – July 8, 2026 – Catholic Cemetery.
 - Frances Hawkins – July 9, 2026 – IOOF Cemetery.
 - Alan Seefeldt – July 15, 2026 – Old Catholic Cemetery.
 - Gerardo Fuentes – July 17, 2026 – Catholic Cemetery.
 - Baker Cleveland – July 31, 2026 – Graves Cemetery.
5. Sales, Burials and Deposits July 2026:
 - (2) Pre-Needs.
 - (9) Contract Payments.
 - (2) Full Interment Payments w/Grave.
 - (1) Full Interment Payment w/o Grave. (Prior pre-need)
 - (2) Cremation Interments.
 - (1) Pre-Need Endowment.
 - (1) Glue On Purchases.
 - (1) Insurance Reimbursement.
 - (2) 2x4 Monument Pad Purchases.
 - (1) Vase Purchase.

7. NEW BUSINESS:

A. 2026 Conflict of Interest Code: Discussion/Review/Action

- Pursuant to the Political Reform Act, local government agencies must review its Conflict-of-Interest Code biennially to determine its accuracy or if it is in need of amendment no later than October 1 of each even-numbered year. The Orland Cemetery District is currently having their policy reviewed with Best, Best and Krieger, Paralegal Cathy Robles. It is tentatively scheduled for review at the Orland Cemetery District's September 8, 2026, Board Meeting.

B. Orland Cemetery District Funeral and Interment Policy: Discussion/Review/Action

C. Orland Cemetery District Rules & Regulations: E. Interments (21) Veterans Section

- Review who may be interred into Veterans Section 5. Currently per Orland Rules and Regulations, only Veterans and spouses of Veterans. Spouses may purchase plot adjacent to Veteran or have cremated remains placed in Veteran's plot.
- Question has been proposed to the District: Can a Veteran's child, who is also a Veteran have their cremated remains interred with their Veteran parent?

8. OLD BUSINESS:

A. Orland Cemetery District 2023-2024 Audit – Required documentation has been submitted. No update for this meeting.

B. Orland Cemetery District Glenn County's Indigent Burial: Update/Tentatively.

C. Participation in U.S. Army Donation Program: Update

- Letter to Glenn County Board of Supervisors – Request for participation was submitted on May 14, 2026.
- Received Glenn County Board of Supervisors – Resolution No. 2026-053.
- Application emailed to US Army TACOM on August 4, 2026.

D. Orland Cemetery District Beautification Project: Update

E. Public Cemetery Alliance:

- Convention Review – July 30th and July 31, 2026.
- PCA Director Elections - Update

9. CLOSE SESSION:

A. None scheduled.

10. RETURN TO OPEN SESSION:

A. None scheduled.

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:

A. 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, August 7, 2026**


Staci K. Buttermore, Board Secretary