

ORLAND CEMETERY DISTRICT

Trustee Board Meeting

March 10, 2026

9:00 A.M.

A 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 of 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 January 2026 Monthly Financial Expenditures/Claims Reports:

B. Approval of February 10, 2026, Board Meeting Minutes:

6. Information Items:

A. Grounds Foreman Report (February 2026)

1. Monuments/Headstones: Jonathan Perez – Damaged Headstone.
2. Grounds/Project Update: Spring maintenance clean up and tree trimming.

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

1. Incidents/Safety Report: None to report.
2. Correspondence/Community Communications: Pre-Decisional Notice – Department of Veterans Affairs – Notice of Denial – Unable to verify qualifying service.
3. Events Scheduled/Attended: CAPC Annual Conference – March 18-21, 2026, in Garden Grove. Legislative Days – April 7 & 8, 2026. Roseville Cemetery Equipment Show & Safety Training – April 24, 2026.
4. Burial Report (February 2026): (3) Full Burials – (2) Cremation Burials: 02.05.2026 – Alice Low, 02.06.2026 – Eliseo Gonzales, 02.20.2026 – Barbara DeBeaord, 02.23.2026 – Phyllis Beil and 02.25.2026 – Reginald Olney.
5. Sales, Burials and Deposits February 2026: (1) Full Burials (0) Disinterment and (3) Cremation Burials, (0) Niche, (0) Grave with Pre-Needs, (0) New Contract, (0) Grave Sales, (0) Pre-Needs Sale, (0) Gazebo Rental (0) Administration Fee, (1) 2x4 Monuments, (0) 2x6 Monument, (0) 2x8 Monument, (0) Repour/break-out, (0) Zinc Vases, (1) Glue on, and (7) Contract payments.

7. New Business:

A. RMAP Requirements: (Review/Discussion/Policy Development):

All RMAP applications documents have been submitted.

B. 100-Year Anniversary Planning:

C. 2026 Barceloux-Tibessart Foundation Grant Proposal:

D. Resolution No. 2026-03-10 – A resolution Authorizing Liquidation of 1999 Gator Utility Vehicle:

8. Old Business:

A. Orland Cemetery District Glenn County's Indigent Burial Update: (Tentatively) -No Update.

B. Orland Cemetery District – Reclaimed Graves Update:

Notice of Hearing has been scheduled for April 15, 2026, at 2:30 p.m. at the Superior Court, 526 West Sycamore Street, Willows, CA 95988.

C. Orland Cemetery District Audit 2023-2024: Discussion/Update – (Tentatively) – No Update.

D. Public Cemetery Alliance – Work Schedule:

9. Close session:

A. Employee New Hire – Administrative Assistant. (Gov. Code § 54957)

B. Public Employee Discipline/Performance – Conference with District Manager regarding employee discipline matter. (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 Conferences/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 **Thursday, March 5, 2026.**



Staci K. Buttermore, Board Secretary

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