

**ALTA CEMETERY DISTRICT**  
Office of  
**SMITH MOUNTAIN CEMETERY**  
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DINUBA, CALIFORNIA 93618  
PHONE (559) 591-3348 / FAX (559) 591-1008  
BOARD OF TRUSTEES  
MONTHLY MEETING AGENDA  
TUESDAY, DECEMBER 17, 2024  
CEMETERY OFFICE - 12:00P.M.

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Alta Cemetery District 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 for each speaker. Members of the public may address matters under the jurisdiction of the Board of Trustees, 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-thirds (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 Agency Office.

1. CALL TO ORDER:
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT ON ANY AGENDA ITEM - Open or Closed  
The Governing Board of Alta Cemetery District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Members of the public desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the length and number of public comments and presentations.
4. CONSENT CALENDAR: NOTICE TO THE PUBLIC: Background information has been provided to the Board on all matters listed under the Consent Agenda, and these items are considered to be routine by the Board. All items under the Consent Agenda are normally approved by one motion. If discussion is requested by any Board member on any item, that item will be removed from the Consent Agenda if separate action is required.
  - a. Approval - Minutes of the November 19, 2024 Board Meeting
  - b. Approval - Manager's Report November 2024  
Approval - Financial Report November 2024
  - c. Approval - Claims Accounts Payable/ratify for the month of November 2024
  - d. Approval - \$0.00 Pre-Need Fund Transfer to General Fund
  - e. Approval - \$8,800.00 Endowment Fund Transfer to County of Tulare - November 2024
  - f. Approval - \$0.00 Transfer from County to Accounts Payable checking account
  - g. Approval - \$0.00 Transfer to County (Fund 703) from Accounts Receivable checking account
5. OLD BUSINESS: None
6. NEW BUSINESS:
  - a. Review/Approve 2024 Financial Audit presented by Auditor, Garry Riezebos, CPA, from Adair and Evans Action Item
  - b. Discuss Development Impact Fees for Cemetery Districts Guest, Attorney Brian Hughes, from Best Best & Krieger Action Item
  - c. Review/Approve updated Engagement Letter from Brian Hughes, BBK, LLP Action Item
  - d. Review/Approve Glass Front Niche Policy Action Item
  - e. Buy-back, Burial Rights #0615, 2-7B-2 - \$625.00 Action Item

f. PCA (Public Cemetery Alliance) 2025 membership renewal - \$300.00

Action Item

7. ORAL COMMUNICATIONS: Directors/Staff

Discussion only

- a. Availability of CSDA webinars/trainings
- b. CAPC Trustee Reference Manual
- c.
- d.

8. NEXT REGULAR MEETING: January 21, 2025

9. ADJOURNMENT:

This Agenda posted this 13<sup>th</sup> day of December 2024.

  
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Robin Ogata  
Secretary 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 Secretary, 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.