

BOARD OF TRUSTEES SPECIAL MEETING

WINTON CEMETERY DISTRICT

Wednesday, February 26, 2025, at 2:00 pm

Winton Cemetery District Office

7651 West Almond Avenue

Winton, CA 95388

BOARD MEMBERS

Adam Reed, Board President

Scott Phillips, Vice President

Robert Callahan, Secretary

Nicholas Tacheira, Trustee

Elizabeth Barron, Trustee

APPROVAL OF AGENDA AS POSTED OR AMENDED

SPECIAL SESSION:

1. CALL TO ORDER

2. PUBLIC COMMENT

The public is invited to make comments only on agenda items, please submit your comment, limited to 250 words or less, via email. To ensure your comments are read into record, we encourage the public to please submit by 3:00pm on the Monday prior to the Board meeting to the office manager at officemanager@wintoncemeterydistrict.net. Every effort will be made to read all comments received prior to the Board meeting into record, but some comments may not be read due to time limitations.

3. CONSENT CALENDAR

NOTICE TO THE PUBLIC: Background information has been provided on all matters listed under the Consent Calendar, and these items are considered to be routine. All items under the Consent Calendar are normally approved by one motion. If discussion is requested on any item, that item will be removed from the Consent Calendar for separate action.

a. Resolution for state and federal background checks

4. OLD BUSINESS (DISCUSSION/ACTION)

a. Superintendent job description

1. Superintendent job posting

5. NEW BUSINESS (DISCUSSION/ACTION)

a. Superintendent

1. Contract

2. Interview panel

3. Interview criteria

b. Form 700 Statement of Economic Interests

c. GSRMA updates

d. WCD job descriptions

1. Office manager

2. Grounds manager

3. Assistant grounds manager

4. Office assistant

5. Groundskeeper I & II

e. Mid-year projects

f. BX tractor quotes

g. PCA trainings for 2025

6. CLOSED SESSION:

The Board may adjourn to a closed session to consider litigation matters, personnel matters, or other matters as provided for in the Ralph M. Brown Act (Section 54940 et seq. of the Government Code). These sessions are not open to the public and may not be attended by members of the public. Any action taken in Closed Session will be reported in accordance with Government Code 54957.1.

i. Public Employee Performance Evaluation; Public Employee Discipline/Dismissal/Release (Gov. Code §§ 54957(b), 54957(b)(1))

7. REPORT OUT OF CLOSED SESSION
8. ADJOURN MEETING

CERTIFICATION:

I, Christie Watkins Koehn, Board Clerk of the Winton Cemetery District, do hereby certify that a copy of the foregoing agenda was posted at the Cemetery District Office a minimum of 72 hours prior to the meeting.

Christie Watkins K.

Christie Watkins Koehn
Board Clerk

AMERICANS WITH DISABILITIES ADVISORY

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Persons requesting accommodation should contact the Cemetery District in advance of the meeting, and as soon as possible, at (209) 358-3703.