

ELSINORE VALLEY CEMETERY DISTRICT
18170 COLLIER AVENUE LAKE ELSINORE, CA 92530

Tim Underdown
Chair

Regular Board Meeting
November 10, 2016 at 10:00a.m.

Janice Jackson
Vice Chair

Karen Snyder
Trustee

Thomas Buckley
Trustee

Rose Tompkins
Trustee

Denice Enochs
District Manager

Michael Blake
Administrative Assistant



PLEASE SILENCE ALL PAGERS, CELL PHONES, AND ELECTRONIC EQUIPMENT
In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Secretary at (951) 674-2418. Notification 48 hours prior to the meeting will generally enable district staff to make reasonable arrangements to ensure accessibility (28 CFR 35.102.35 104 ADA Title II).
All supporting documentation for this meeting is located at the District Office. Agenda on line.

AGENDA

I. CALL TO ORDER –

II. PLEDGE OF ALLEGIANCE –

III. ROLL CALL –

IV. PUBLIC COMMENTS – 5 minute maximum time per person

Any person may address the Board of Trustees during this time on any subject not on this agenda or identified on this Agenda under the Consent Section but within the jurisdiction of the District; however, any matter that requires action will be referred to staff for report and action at a subsequent meeting.

V. CONFIRMATION OF AGENDA

During this part of the meeting, the Board of Trustees may announce any items being pulled from the Agenda or continued to another date. Items not appearing on the Agenda may be added to the Agenda as "Urgency items" provided two-thirds of the Trustees present determine there is a need to take immediate action on the item and the need to take immediate action came to the attention of the Board of Trustees after the posting of the Agenda.

Motion by _____ Seconded _____ Vote: Yes ___ No ___

VI. CONSENT CALENDAR.

All matters listed on the Consent Calendar are considered to be routine in nature and will be enacted by the one motion and a unanimous vote of the Board of Trustees. There will be no separate discussion or action of three items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar previously.

- A. Approve Expenditures October 13 – November 10, 2016
Petty Cash October 2016
- B. Approval of the Minutes of the Regular Board Meeting October 13, 2016 and the Special Board Meeting October 19, 2016.
- C. Manager’s Report
 - a. Monthly Report
 - b. General Ledger
 - c. Balance Sheet
 - d. Building Project

D. Operations Report

Motion by _____ Seconded _____ Vote: Yes ___ No ___

VII. ACTION ITEMS

- A. Resolution #16-11-01 to withdraw \$300,000 from County General Fund #51175 to Wells Fargo Advisors General Fund Account #7057-6984.
Withdraw \$40,000 from County Endowment Fund #51180 to Wells Fargo Advisors Endowment Fund # 7057-7012.

Motion by _____ Seconded _____ Vote: Yes ___ No ___

- B. Resolution #16-11-02 to withdraw \$20,000 from Wells Fargo Advisors Endowment Interest Fund to Wells Fargo Advisors Endowment Care Fund Account Number: 7057-7012.

Motion by _____ Seconded _____ Vote: Yes ___ No ___

C. Emergency Action Plan

Motion by _____ Seconded _____ Vote: Yes ___ No ___

D. Health Insurance

Motion by _____ Seconded _____ Vote: Yes ___ No ___

E. CAPC Conference - Oxnard

Motion by_____ Seconded_____ Vote: Yes___ No_____

F. ADA Compliance

Motion by_____ Seconded_____ Vote: Yes___ No_____

G. Chapel Building

Motion by_____ Seconded_____ Vote: Yes___ No_____

H. Ventura Engineering

Motion by_____ Seconded_____ Vote: Yes___ No_____

I. #19 District Manager

Motion by_____ Seconded_____ Vote: Yes___ No_____

VIII. CLOSED SESSION

A. Public Employee Evaluation #19 District Manager

IX. STAFF COMMENTS

X. BOARD COMMENTS

XI. ADJOURNMENT – Next Regular Board Meeting for the Board of Trustees is scheduled for Thursday, December 8th at 10:00 A.M.