

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

Thomas Buckley
Trustee

Regular Board Meeting
November 8, 2018 10:00 AM

Karen Snyder
Chairperson

Tim Underdown
Trustee

Janice Jackson
Trustee

Rose Tompkins
Trustee

Jeff Kuether
District Manager

Michael Blake
Assistant District Manager



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 these items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar previously.

- A. Approve expenditures November 1, 2018 – November 8, 2018
- B. Approval of the Minutes of the Regular Board Meeting October 11, 2018 and approval of the Minutes of the Special Board Meeting November 1, 2018
- C. Manager’s Report
 - a. Monthly Report
 - b. Balance Sheet
 - c. Petty Cash
 - d. Repurchase plot A-8-8

D. Operations Report

Motion by _____ Seconded _____ Vote: Yes ___ No ___

VII. ACTION ITEMS

A. Promissory Note Agreement with Thomas Buckley

Motion by _____ Seconded _____ Vote: Yes ___ No ___

Staff has no recommendation.

B. Project Priority List

Motion by _____ Seconded _____ Vote: Yes ___ No ___

Staff recommends giving first priority to the road repair project.

C. Credit Card Processing

Motion by _____ Seconded _____ Vote: Yes ___ No ___

Staff recommends utilizing PayGOV.us for our credit processing.

D. Capital Expenses Report

Motion by _____ Seconded _____ Vote: Yes ___ No ___

Staff recommends keeping \$200,000 in the checking account for capital projects.

E. Time Clocks

Motion by_____ Seconded_____ Vote: Yes___ No___

Staff recommends utilizing the current system.

VIII. CLOSED SESSION – No closed session

IX. STAFF COMMENTS

X. BOARD COMMENTS

XI. ADJOURNMENT – Next Regular Board Meeting for the Board of Trustees is scheduled for Thursday, December 13th at 10:00 A.M.