



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

Karen Snyder, Chair
Rose Tompkins, Vice Chair
Thomas Buckley, Trustee
Janice Jackson, Trustee
Tim Underdown, Trustee

AGENDA

TYPE OF MEETING: Regular Special
DATE: May 9, 2019
TIME: 9:30 a.m.

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 under (28 CFR 35.102.35 104 ADA Title II).
All supporting documentation for this meeting is located at the District Office.
Agenda and Meeting Minutes are posted online at elsinorevalleycemetery.com

I. CALL TO ORDER BY _____

II. PLEDGE OF ALLEGIANCE BY _____

III. ROLL CALL BY _____

IV. PUBLIC COMMENTS – 3-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.

Name: _____ Topic: _____

V. CONFIRMATION OF AGENDA

Motion by _____ Seconded _____ Vote: Yes ___ No ___ Abstain ___

VI. CONSENT CALENDAR

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.

A. Approval of expenditures

B. Approval of the Minutes: April 11, 2019 RBM - April 19, 2019 SBM - April 24, 2019 SBM

C. District Manager’s Report to include:

- Monthly calendar
- Incident reports if any (Incident Reporting Policy implemented)
- Status update on major projects

D. Operations Report

Motion by _____ Seconded _____ Vote: Yes ___ No ___ Abstain ___

VII. NEW BUSINESS

A. Presentation by Web Cemeteries pertaining to standard and robust sites

Recommendation – Board Direction

Motion by _____ Seconded _____ Vote: Yes ___ No ___ Abstain ___

B. Forensic Audit of payroll

Recommendation – Board Direction

Motion by _____ Seconded _____ Vote: Yes ___ No ___ Abstain ___

C. Former Trustee Fred Crowe - Sample of Certificate of Appreciation

For his years of support and tireless commitment of the Elsinore Valley Cemetery District.



Recommendation – Board Direction

Motion by _____ Seconded _____ Vote: Yes ___ No ___ Abstain ___

D. New Auditor - 2 bids were received and filed

Recommendation – Board Direction

Motion by _____ Seconded _____ Vote: Yes ___ No ___ Abstain ___

E. Moving of current Niche wall

Recommendation – Board Direction

See Email below:

From: [Freddie Sannipoli](#)

Sent: Wednesday, April 17, 2019 1:42 PM

To: district.manager@evcd.org

Subject: Niche wall

You will have to remove the granite. There is a metal plate with anchors set into the foundation and metal around the backs of the niches (they are set back to back). The metal at the foundation is welded to the metal around the back of the units which goes up the sides and along the back. There should be lifting points on the top of each unit to insert lifting anchors.

Motion by _____ Seconded _____ Vote: Yes ___ No ___ Abstain ___

F. Stucco/painting of office building - bids were received and filed

Recommendation – Board Direction

Motion by _____ Seconded _____ Vote: Yes ___ No ___ Abstain ___

VIII. OLD BUSINESS

1. Project Priority List tabled until June	2. Govpaynet presentation in June
3.	4.
5.	6.

IX. FUTURE AGENDA ITEMS

1. Wedding Policy Attorney Cavanaugh to commence on drafting a policy	2. Ordinance of no alcohol Attorney Cavanaugh to commence on drafting policy
3. Scanning Project	4. New Niche Wall
5. Floor Plan and office furniture	6.

X. CLOSED SESSION

XI. STAFF COMMENTS

XII. BOARD COMMENTS

Chair Snyder	
Vice Chair Tompkins	
Trustee Buckley	
Trustee Jackson	
Trustee Underdown	

XIII. ADJOURNMENT

Next Regular Board Meeting for the Board of Trustees is scheduled for June 13, 2019 at 10:00 a.m.

Motion by Trustee _____ Seconded by Trustee _____

Meeting adjourned at: _____