

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

Thomas Buckley
Chair

Regular Board Meeting
July 12, 2018 10:00 AM

Karen Snyder
Vice Chair

Tim Underdown
Trustee

Janice Jackson
Trustee

Rose Tompkins
Trustee

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

- A. Ratify expenditures June 15, 2018 – June 30, 2018
Approve expenditures July 1, 2018 – July 12, 2018
- B. Approval of the Minutes of the Regular Board Meeting June 14, 2018
- C. Manager’s Report
 - a. Monthly Report
 - b. Balance Sheet
 - c. Petty Cash
 - d. Credit Card Report
- D. Operations Report

Motion by_____ Seconded_____ Vote: Yes___ No___

VII. ACTION ITEMS

- A. Jewish Cemetery

Motion by_____ Seconded_____ Vote: Yes___ No___
Staff recommends taking no action until we hear from all interested parties.
- B. CAPC Conference October

Motion by_____ Seconded_____ Vote: Yes___ No___
Staff recommends approving conference attendance.
- C. CSDA Board of Directors Election

Motion by_____ Seconded_____ Vote: Yes___ No___
Staff recommends casting vote for the incumbent Jo Mackenzie.
- D. CSDA Annual Conference

Motion by_____ Seconded_____ Vote: Yes___ No___
Staff recommends Board attendance.

E. Asbestos Removal bids

Motion by_____ Seconded_____ Vote: Yes___ No___

Staff recommends accepting the bid from J&J Environmental.

F. Policy & Procedure Manual: Policy XVIII – XXXI

Motion by_____ Seconded_____ Vote: Yes___ No___

Staff recommendation will be given verbally at meeting.

G. Crown Castle

Motion by_____ Seconded_____ Vote: Yes___ No___

Staff has no recommendation.

H. 2018-2019 Fiscal Year Budget/Resolution #18-07-01

Motion by_____ Seconded_____ Vote: Yes___ No___

Staff recommends approving the 2018-2019 Budget and adopting resolution #18-07-01.

I. Resolution #18-07-02 to withdraw \$600,000 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___

Staff recommends adopting resolution #18-07-02.

VIII. CLOSED SESSION

A. PUBLIC EMPLOYMENT

Title: Assistant District Manager

IX. STAFF COMMENTS

X. BOARD COMMENTS

XI. ADJOURNMENT – Next Regular Board Meeting for the Board of Trustees is scheduled for Thursday, August 9th at 10:00 A.M.