

**ELSINORE VALLEY CEMETERY DISTRICT
18170 COLLIER AVENUE
LAKE ELSINORE, CA 92530
August 11, 2016 Regular Board Meeting Minutes**

- I. CALL TO ORDER**— Meeting called to order by Chairman Underdown at 4:30 p.m.
- II. PLEDGE OF ALLEGIANCE**— Pledge of Allegiance was led by Trustee Tompkins.
- III. ROLL CALL**- Administrative Assistant, Michael Blake

PRESENT: Tim Underdown, Chair
Janice Jackson, Vice Chair
Thomas Buckley, Trustee
Karen Snyder, Trustee
Rose Tompkins, Trustee
Denice Enochs, District Manager/Board Treasurer
Michael Blake, Administrative Assistant/Board Secretary
Rita Thompson, Public Works, City of Lake Elsinore

- IV. PUBLIC COMMENTS**— No public was in attendance.
- V. CONFIRMATION OF AGENDA**

Trustee Snyder motioned to accept the agenda with Item E. Water Quality Management Plan added as an urgency item. Trustee Tompkins seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

VI. CONSENT CALENDAR

- A. Approve expenditures 7/14/2016-8/11/2016
Petty Cash July 2016
- B. Approval of the Minutes of the Regular Board Meeting July 14, 2016.
- C. Manager's Report
- a. Monthly Report
b. General Ledger
c. Balance Sheet

Signed: _____ Date: _____

D. Operations Report

Trustee Snyder motioned to approve the Consent Calendar. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

VII. ACTION ITEMS

A. Nigro & Nigro Engagement Letter

Trustee Snyder motioned to accept Nigro & Nigro's 2016-2018 yearly audit proposal at a cost of \$7,200 per year. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

B. EVMWD Agreement

Trustee Buckley motioned to approve the agreement pending legal review with the stipulation that EVCD receive notice of any other entity using the well and an annual usage report. Trustee Snyder seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

C. Office Chairs

Trustee Jackson motioned to approve \$4,800 for the purchase of 12 brown conference style chairs. Trustee Snyder seconded the motion which passed (4-1).

Chairman Underdown - Yes
Vice Chair Jackson-Yes

Trustee Buckley- No
Trustee Snyder- Yes
Trustee Tompkins-Yes

D. Regular Board Meeting Time Change

Chairman Underdown motioned to change the September Regular Board Meeting and subsequent meetings to 10:00 a.m. pending District Counsel Cavanaugh's availability to attend. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chairman Underdown- Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

E. Water Quality Management Plan

Trustee Buckley motioned to have Mr. Ventura attend a Special Board Meeting to explain the issues related to the original plans and the changes that were made to the Roadway Project. Trustee Snyder seconded the motion which carried unanimously (5-0).

Chairman Underdown- Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

VIII. CLOSED SESSION – No closed session

IX. STAFF COMMENTS

Ms. Enochs reminded the Board of the Local area meeting September 15th in Murrieta. Ms. Enochs informed the Board that the cushions on all the utility vehicles are being replaced.

X. BOARD COMMENTS – No Board Comments

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

Trustee Snyder motioned to adjourn the meeting at 5:30 P.M. Trustee Tompkins seconded the motion.

Signed: _____ Date: _____