

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

Thomas Buckley  
Chair

Regular Board Meeting  
August 9, 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. Approve expenditures July 13, 2018 – August 9, 2018
- B. Approval of the Minutes of the Regular Board Meeting July 12, 2018
- C. Manager’s Report
  - a. Monthly Report
  - b. Balance Sheet
  - c. Petty Cash
- D. Operations Report

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

**VII. ACTION ITEMS**

- A. Jewish Cemetery

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff has no recommendation.*

- B. CSDA Annual Conference Sept 24<sup>th</sup> – 27<sup>th</sup>

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff recommends approving conference attendance.*

- C. Ventura Engineering

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff will give verbal recommendation at meeting.*

- D. Truss Buildings: Demolition Project

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff recommends accepting the lowest bid.*

E. Policy & Procedure Manual: Policy XXXII - XXXVIII

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff will give verbal recommendations at meeting.*

F. Crown Castle

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff recommends continuing this item.*

G. Xeriscape

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff has no recommendation.*

H. Public Employee #10 Wage Increase

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff recommends giving the standard 3% raise.*

I. Public Employee #21 Wage Increase

Motion by\_\_\_\_\_ Seconded\_\_\_\_\_ Vote: Yes\_\_\_ No\_\_\_

*Staff recommends giving the standard 3% raise.*

**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, September 13<sup>th</sup> at 10:00 A.M.