



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

Karen Snyder, Chair
Rose Tompkins, Vice Chair
Janice Jackson, Trustee
Jeanie Corral, Trustee
Charles Bryant, Trustee

AGENDA
REGULAR MEETING OF THE
ELSINORE VALLEY CEMETERY DISTRICT
BOARD OF TRUSTEES

Thursday, April 9, 2020
9:00 a.m. – Open Session

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.

OPEN SESSION CALLED TO ORDER

FLAG SALUTE

ROLL CALL

PUBLIC COMMENTS – 3-minute maximum time per person

Any person wishing to address the Board of Trustees on any matter under the jurisdiction of the Elsinore Valley Cemetery District, whether or not it appears on this agenda, is asked to complete a “Speaker Request Form.” The completed form is to be submitted to the District Manager prior to an individual being heard by the Board of Trustees. The Board of Trustees has adopted a time limitation of three (3) minutes per person. If you are commenting on an agenda item, your comments will be heard at the time that particular item is scheduled on the agenda. Please note that if you are addressing the Board of Trustees on items NOT on the agenda, the Brown Act does not allow discussion of such items. Therefore, the Board of Trustees may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a very limited factual response.

CONFIRMATION OF AGENDA

CONSENT CALENDAR

All items listed on the Consent Calendar are considered to be routine matters, status reports or documents covering previous Board of Trustees action. The items listed on the Consent Calendar may be enacted in one motion. With the concurrence of the Board of Trustees, a Trustee may request that an item be removed for further discussion. Staff recommends approval of all items.

1. Approval of the minutes from the March 12, 2020 Regular Board Meeting and March 26, 2020 Special Board Meeting.
2. Approval of the minutes from the April 2, 2020 Emergency Board Meeting.
3. Operations/Groundskeeper report from March 2020.

NEW BUSINESS:

- 4. Approval of expenditures for period of March 12, 2020 to April 9, 2020.
DM Recommendation: Approve expenditures.
Fiscal Impact: Varies by month

- 5. Review of draft Audit and letter from auditor explaining his canceling appointments and his explanation for delays of the audit to the Board; direction to District Manager.
DM Recommendation: No recommendation
Fiscal Impact: None

- 6. Review of draft of 2020/2021 Budget; direction to District Manager.
DM Recommendation: No recommendation
Fiscal Impact: TBD

- 7. Review draft of Office Procedure Manual; direction to District Manager.
DM Recommendation: No recommendation
Fiscal Impact: None

- 8. Discussion and direction to District Counsel regarding adopting a resolution cancelling future events.
DM Recommendation: Approve the resolution
Fiscal Impact: None

FUTURE AGENDA ITEMS

District Manager Review (05/2020)	Fee Schedule Update (TBD)
Niche Wall Project (05/2020)	Reschedule Policy/Procedure Workshop (TBD)
Safe Working Incentives (06/2020)	
Mid-Year Review of Health Plans (07/2020)	

DISTRICT COUNSEL COMMENTS

STAFF COMMENTS

BOARD COMMENTS

UPCOMING MEETINGS

ADJOURNMENT