



ELSINORE VALLEY CEMETERY DISTRICT
18170 COLLIER AVENUE ■ LAKE ELSINORE, CA 92530
951.674.2418

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

TYPE OF MEETING: Regular Special

DATE: SEPTEMBER 10, 2020

TIME: 10:00 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

CALL TO ORDER BY _____

PLEDGE OF ALLEGIANCE BY _____

ROLL CALL BY _____

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: _____

CONFIRMATION OF AGENDA

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

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.

1. Approval of the Minutes from the August 13, 2020 Regular Board Meeting
2. Approval of August Expenditures and Ratification of July Disbursements 2020
3. Groundskeeper Report

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

I. CONSIDERATION OF APPROVAL OF A MANDATORY CITY BUSINESS LICENSE FOR ALL DISTRICT VENDORS

Staff recommends that all vendors obtain a City of Lake Elsinore Business License

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

II. CONSIDERATION OF APPROVAL OF SECTION DD BEING A PORTION AS SINGLE AND DOUBLE DEEP FOR ADULT CREMAINS (CLARIFICATION)

Staff recommends that this area is approved for adult cremains

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

III. CONSIDERATION OF APPROVAL OF LANDSCAPE ARCHITECT AND WATER CONSULTANT TO REVIEW THE IRRIGATION SYSTEM ON GROUNDS

Staff recommends that these two temporary positions be hired

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

IV. CONSIDERATION OF APPROVAL OF WATER WELL REPAIR

Staff recommends that Board approve repair of the water well that is on the cemetery grounds and also to follow guidance from Water Consultant

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

V. CONSIDERATION OF APPROVAL TO HIRE LANDSCAPER FOR DROUGHT TOLERANT XERISCAPE ENTRANCE PROJECT

Staff recommends that Board approve a Landscaper for the front entrance project

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

VI. CONSIDERATION OF APPROVAL OF CONTRACT FOR NICHE WALL PROJECT

Staff recommends that the Board approve the Agreement

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

VII. CONSIDERATION OF APPROVAL OF SHRUBBERY/HEDGES FOR TREE OF LIFE

Staff recommends that the Board approve the foliage for the completion of the project.

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

VIII. CONSIDERATION OF APPROVAL OF CONTRACT FOR FOUNDATION OF NICHE WALL

Staff recommends that Contractor Agreement is approved

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

IX. CONSIDERATION OF APPROVAL TO CEMENT/FOUNDATION IN STAFF AND WORK RELEASE WORK AREA FOR SAFETY (safety at work June 2020)

Staff recommends that Board approve phase two of the staff work area for safety

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

X. CONSIDERATION OF APPROVAL FOR PLACEMENT OF MOTORS IN LARGE ROLLING GARAGE DOORS FOR SAFETY

Staff recommends that Board approve the installation of motors in garage doors for staff safety

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

XI. CONSIDERATION FOR APPROVAL TO CLOSE DISTRICT P.O. BOX 751

Staff recommends that Board approve the closure of the P.O. Box 751

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

XII. CONSIDERATION FOR APPROVAL TO COMPLETE REPLACEMENT HEDGE PROJECT FROM FEBRUARY 2020

Staff recommends replacement of hedge project along Collier Avenue be completed

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

XIII. CONSIDERATION FOR APPROVAL OF REOPENING OF GATE

Staff defers to Board of Trustees

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

XIV. NEW BURIAL POLICY REGULAR AND COVID-19 FOR STAFF SAFETY

Staff would like a new policy for burials

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

XV. CONSIDERATION OF APPROVAL FOR CFO AND DISTRICT MANAGER TO BE POINT OF CONTACT FOR STIFEL INVESTMENT(S)

Staff would be able to speak with the Investment Banker and CFO would have online access

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

XVI. CONSIDERATION OF APPROVAL OF A PRE-NEED COUNTY OF RIVERSIDE ACCOUNT

Staff recommends a Pre-Need account

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

XVII. CONSIDERATION FOR HIRING SECURITY FOR WEEKENDS AFTER REOPENING

Staff defers to Board of Trustees

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

XVIII. CONSIDERATION OF AUDITOR FOR FISCAL YEAR 2020/2021

Staff recommends approval of search for Auditor

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

XIX. CONSIDERATION OF APPROVAL TO INCREASE TEMPORARY DISTRICT MANAGER'S AUTHORIZATION AMOUNT TO \$5,000.00

Staff recommends approval

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

XX. CONSIDERATION OF REMOVAL AND REPLACEMENT OF DEAD PYRICANTO PLANTS
Staff recommends that plants be replaced

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

XXI. CONSIDERATION OF APPROVAL FOR URN WITH STONES FOR JEWISH CEMETERY ENTRANCE WITH SIGNAGE

Staff recommends that these items be placed in the Jewish Cemetery

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

XXII. CLOSED SESSION

CLOSED SESSION CALLED TO ORDER

A. CONFERENCE WITH LEGAL COUNSEL— ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of Section 54956.9: (One Case)

RETURN FROM CLOSED SESSION

OPEN SESSION CALLED TO ORDER

CLOSED SESSION REPORT (if any)

FUTURE AGENDA ITEMS

Price List Increase(s)/Fee Schedule	Sick Pay Policy (Discussion)
RFP for District Office Remodel with ADA Bathroom	

STAFF COMMENTS

DISTRICT COUNSEL COMMENTS

BOARD COMMENTS

Trustee Bryant

Trustee Corral
Trustee Jackson
Vice Chair Tompkins
Chair Snyder

ADJOURNMENT

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

Meeting adjourned at _____

Next Regular Board Meeting for the Board of Trustees scheduled for October 8, 2020 at 10:00 a.m.