

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

REGULAR BOARD MEETING
10:00 A. M., OCTOBER 08, 2020

MINUTES

CALL TO ORDER – Meeting was called to order by Chairperson K. Snyder at 10:00 a.m.

PLEDGE OF ALLEGIANCE – Pledge was led by Guest, Pastor Fred Rodriguez

ROLL CALL – Stephanie Garcia, Temporary District Manager

Present: Karen Snyder, Chairperson
Charles Bryant, Trustee
Jeanie Corral, Trustee
Janice Jackson, Trustee
John Cavanaugh, District Counsel
Stephanie Garcia, Temporary District Manager
Pastor Fred Rodriguez, Guest
Judge Advocate - Bruce Glover, Guest

Absent: Rose Tompkins, Vice Chair

PUBLIC COMMENTS – None

CONFIRMATION OF AGENDA

Trustee Bryant moved the agenda be approved as Chair Snyder requested moving Agenda item III up to Agenda item I and, was seconded by Trustee Corral.

Motion passed 4-0 - Karen Snyder
Charles Bryant
Jeanie Corral
Janice Jackson

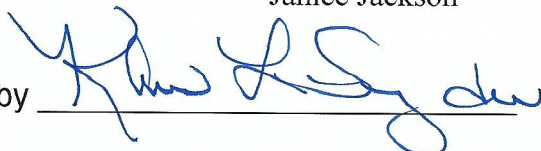
CONSENT CALENDAR

1. Approval of Minutes of the September 10, 2020 Regular Board Meeting
2. Approval of Warrant List for Period September 11, 2020 to October 10, 2020
3. Operations/Groundskeeper Report

Trustee Corral moved the Consent Calendar be approved and was seconded by Trustee Bryant.

Motion passed 4-0 - Karen Snyder
Charles Bryant
Jeanie Corral
Janice Jackson

Signed by



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NEW BUSINESS

I. CONSIDERATION TO REVIEW, DISCUSS AND APPROVE A SIX-MONTH BUDGET REVIEW

Ms. Garcia read a note from Kris Anderson pertaining to the budget.

Trustee Bryant moved to approve a six-month budget review to be reviewed in January or February 2021 and, was seconded by Trustee Corral.

Motion passed 4-0 - Karen Snyder
Charles Bryant
Jeanie Corral
Janice Jackson

II. CONSIDERATION OF APPROVAL TO DISCUSS/AMEND THE CURRENT DISTRICT SICK PAY POLICY

Trustee Corral moved to table item until District Manager receives clarification on Sick Pay Policy from K. Anderson, seconded by Trustee Jackson.

Motion passed 4-0 - Karen Snyder
Charles Bryant
Jeanie Corral
Janice Jackson

III. MEMORIAL DAY DISCUSSION WITH COMMITTEE MEMBERS (moved to item 1)

After a brief discussion with the Board and guests Pastor Fred Rodriguez and Judge Advocate, Bruce Glover, Chair Snyder suggested that the Memorial Day Committee of Trustee Corral and Vice Chair Tompkins attend all meetings with the Memorial Day group. She requested that Ms. Garcia give Pastor Fred Rodriguez the two Trustees' phone numbers.

No Action taken at this time.

IV. CONSIDERATION OF PRICE LIST INCREASE

Chair Snyder requested that this item be tabled until more information could be reviewed. Trustee Bryant seconded the motion.

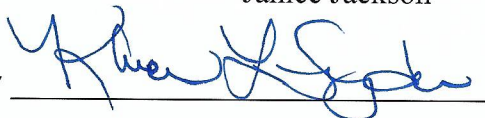
Motion passed 4-0 - Karen Snyder
Charles Bryant
Jeanie Corral
Janice Jackson

V. CONSIDERATION OF APPROVAL TO EXTEND TEMPORARY DISTRICT MANAGER'S CONTRACT

Trustee Bryant made a motion to extend the Temporary District Manager contract for 6 months to end on May 31, 2021. Trustee Jackson seconded the motion. District Counsel Cavanaugh said he will have the contract at the next Board meeting.

Motion passed 4-0 - Karen Snyder
Charles Bryant
Jeanie Corral
Janice Jackson

Signed by _____



VI. CONSIDERATION OF APPROVAL OF NEW BURIAL POLICY/PROCEDURES

Trustee Corral made a motion to approve shoring up mandated for all burials, seconded by Trustee Jackson.

Motion passed 4 – 0 - Karen Snyder
Charles Bryant
Jeanie Corral
Janice Jackson

FUTURE AGENDA ITEMS

<p><u>RFP for District Office Remodel with ADA Bathroom</u> <u>Status update on Water Consultant</u> <u>RFP for Fiscal Year Auditor</u> <u>Approval of Contract for Soil Engineer regarding Niche Wall project</u></p>

STAFF COMMENTS

- Stephanie Garcia prepared a written Memorandum describing the day to day operations at the District and gave status of recent projects to the Board of Trustees prior to the meeting. Today, she shared that the projects were continuing to move forward.

DISTRICT COUNSEL COMMENTS

- District Counsel Cavanaugh had a suggestion of adding fake grass to areas of the cemetery that are undeveloped as a capital outlay project.

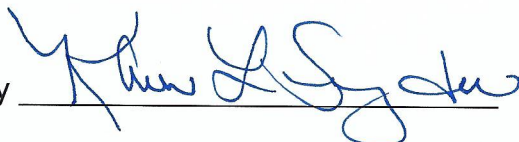
BOARD COMMENTS

- *Trustee Bryant* nothing to comment on.
- *Trustee Corral* shared that a woman named Patricia Lopez contacted her on her personal landline and told her that she was locked in the Cemetery and the gate would not open. Trustee Corral suggested that a sign be made and placed on the inside of the gate for all visitors to contact non-emergency 911 to be assisted in the future.
- *Trustee Jackson* expressed her concern that her personal integrity had been questioned and she made a clarifying statement regarding as to the particulars. Her statement was accepted without comment.
- *Chair Snyder* informed the Board that there was a Special District Alternate Ballot that they needed to be voted on as it is due by October 28, 2020. As Chairwoman she is to sign and date the Ballot on behalf of the Board. The Board agreed for her to proceed.

ADJOURNMENT

Trustee Bryant motioned to adjourn meeting and Trustee Corral seconded to adjourn at 12:16 p.m.

Signed by



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