

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

**REGULAR BOARD MEETING**  
**10:00 A.M., APRIL 8, 2021**

**MINUTES**

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

**PLEDGE OF ALLEGIANCE** – Pledge was led by guest, Phil Williams

**ROLL CALL** – Stephanie Garcia, Acting District Manager

Present: Karen Snyder, Chairperson  
Vice Chair, Charles Bryant  
Jeanie Corral, Trustee  
Janice Jackson, Trustee (arrived late at 10:03a.m.)  
Rose Tompkins, Trustee  
John Cavanaugh, District Counsel  
Stephanie Garcia, Temporary District Manager

Guest: Phil Williams

**PUBLIC COMMENTS** – None

**CONFIRMATION OF AGENDA**

Trustee Bryant moved the Agenda be approved with one correction in grammar on it. Confirmation was seconded by Trustee Corral.

Motion passed 4 – 0 Karen Snyder  
Charles Bryant  
Jeanie Corral  
Janice Jackson (not present)  
Rose Tompkins

**CONSENT CALENDAR**

1. Approval of Minutes of the March 11, 2021, Regular Board Meeting
2. Approval of March Expenditures and Ratification of February Disbursements 2021
3. Signed Engagement and Prior Auditor Letter Kevin Brejnak, for 3 years Receive and File
4. 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 (not present)  
Rose Tompkins

Signed by  \_\_\_\_\_

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**NEW BUSINESS**

**I. DISCUSSION BY MR. PHIL WILLIAMS REGARDING AVAILABILITY OF PARCEL LOCATED AT 29190 RIVERSIDE DRIVE**

Phil Williams shared information regarding the property that is for sale. The property is in escrow and is projected to close. Trustee Corral made a motion for Phil Williams to ask the realtor if a back-up offer by Elsinore Valley Cemetery will be accepted. The motion was seconded by Vice-Chair Bryant.

Motion passed 5 – 0 Karen Snyder  
Chuck Bryant  
Jeanie Corral  
Janice Jackson  
Rose Tompkins

**II. REQUEST FOR RENAMING OF MILITARY SUBCOMMITTEE**

A motion was made by Trustee Jackson to change the name from veteran’s committee to “military subcommittee” for professional and deserving respect recognition of our military personnel. The motion was seconded by Chair Snyder.

Motion passed 5 - 0 Karen Snyder  
Chuck Bryant  
Jeanie Corral  
Janice Jackson  
Rose Tompkins

**III. REQUEST FOR REAPPROPRIATION OF FUNDS FOR NEW ZERO TURN 54” MOWER**

S. Garcia gave a status report to the Board of Trustees on the 2009 mower that had a broken driveshaft. It would cost more to repair it since it also needs cosmetic repairs and minor upgrades/parts. Trustee Jackson made a motion to approve the purchase of the new mower. The motion was seconded by Vice-Chair Bryant.

Motion passed 5 – 0 Karen Snyder  
Chuck Bryant  
Jeanie Corral  
Janice Jackson  
Rose Tompkins

**IV. DISCUSSION ON CLARIFICATION OF NO GRAVESIDE SERVICES AND VIEWERS**

Trustee Jackson made a motion for all services to take place in the Committal Center with no grave side services, effective Monday, April 10, 2021. All families are to leave the grounds until 2:00p.m., after burial is completed.

Motion passed 5 – 0 Karen Snyder  
Chuck Bryant  
Jeanie Corral  
Janice Jackson  
Rose Tompkins

**V. ADD CONSIDERATION OF APPOINTING PHIL WILLIAMS AS REALTOR TO REPRESENT THE DISTRICT SPECIFICALLY FOR THE PROPERTY LOCATED AT 29190 RIVERSIDE DRIVE**

Motion passed 4 - 1 Karen Snyder

Signed by  \_\_\_\_\_

Chuck Bryant  
Jeanie Corral  
Janice Jackson  
Rose Tompkins (Nay)

**FUTURE AGENDA ITEMS**

Update on irrigation consultant project (Kammeyer)	Status update regarding office building project
Status update on Jewish cemetery fence project	Status Update regarding Niche Wall Project
Six-month review of Budget – Budget Committee	Status Update regarding Soil Testing
Status update of water well research project	Status update regarding part-time groundskeeper position
Acting District Manager Extension	Add deposit for following Rules and Regulations at burials by families

**STAFF COMMENTS**

- Stephanie Garcia shared the Memorial Day agenda for the staff since it is a Board approved holiday.
- She explained that the Dotan family was the recipient of a plot that was donated to the Catholic church. However, Mr. Dotan did not reside in Lake Elsinore and therefore does not meet the interment requirements to be laid to rest here.
- Stephanie will be working from home on April 26, 2021 – Doctor Appointment

**DISTRICT COUNSEL COMMENTS**

- J. Cavanaugh in response to Trustee Tompkins comments about Board duties suggested adding the item to the May Agenda for clarification purposes of all Board decisions for staff as Board sets the policies and then management follows the rules that have been set.

**BOARD COMMENTS**

- *Vice-Chair Bryant* - Nothing
- *Trustee Corral* – Shared that she feels that there should be a pictorial book of people buried at the cemetery that need to be recognized. Like pioneer and founding fathers, also pictures with regards to a large number of unreadable gravesite stones on the grounds.  
*Trustee Corral left meeting at 11:55 a.m., to prepare lunch for the Dotan family.*
- *Trustee Jackson* – Added an extension of Stephanie’s contract to the May RBM Agenda
- *Trustee Tompkins* – With regard to the Brown family, the Board should not have been involved. Regarding Phil Williams, I don’t like the way it all happened. I grew up with him but, I have my concerns about the property for sale.


Signed by  \_\_\_\_\_



- *Chair Snyder* – Asked J. Cavanaugh to prepare a Water Well Revised Agreement and that the Board is expecting the amended agreement from M. Armstrong of EVMWD. J. Cavanaugh said that he will review the Agreement when it is submitted he will then update the Board. Chair Snyder suggested that the water faucets on the grounds be tested. Mayor, Bob Magee contacted Chair Snyder and asked her to contact Mr. Hamid regarding a Muslim cemetery. Chair Snyder contacted Mr. Hamid and invited him to a future Board meeting.

**ADJOURNMENT**

Vice-Chair Bryant motioned to adjourn meeting and Trustee Jackson seconded to adjourn at 12:25 p.m.

Signed by  \_\_\_\_\_