



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

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

**TYPE OF MEETING:** Regular  Special

**DATE:** MAY 13, 2021

**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](http://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 April 08, 2021, Regular Board Meeting
2. Approval of April Expenditures and Ratification of March Disbursements 2021
3. Highpoint, LLC hand-out – Receive and File
4. CAPC Newsletter goes green – Receive and File
5. Operations/Groundskeeper Report

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

**I. STATUS UPDATE PRESENTATION BY KAMMEYER & ASSOCIATES TO BOARD OF TRUSTEES REGARDING APPROVED ARCHITECTURAL PROJECT (2<sup>ND</sup> UPDATE)**

Q & A for Board of Trustees after presentation

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

**II. DISTRICT MANAGER**

Staff defers to the Board of Trustees

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

**III. REQUEST FOR RE-APPROPRIATION OF FUNDS FOR NEW ZERO TURN 60” MOWER**

Staff requests approval for reappropriation and purchase of new mower with expedited delivery

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

**IV. REQUEST TO CREATE A SUB-COMMITTEE FOR CEMETERY HOLIDAY EVENTS**

Staff requests that Board approves overall cemetery “holiday” sub-committee (annually)

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

**V. UPDATE OF 6-MONTH BUDGET REVIEW BY FINANCE COMMITTEE**

Staff defers to Finance Committee for update

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

**VI. REQUEST FOR REJECTION OF ALL PRIOR BIDS REGARDING THE NICHE WALL PROJECT AND TO AUTHORIZE THE ACTING DISTRICT MANAGER TO REBID THE NICHE WALL PROJECT**

Staff requests that Board of Trustees reject original bids and approve a new request for proposal

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

**VII. CLARIFICATION OF RULES AND RESPONSIBILITIES OF DISTRICT BOARD MEMBERS**

Staff defers to District Counsel and Board of Trustees

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

**FUTURE AGENDA ITEMS**

Status update of water well research project	Status update regarding office building project
Status update on Jewish cemetery fence project	Status update regarding niche wall – Request for proposal(s)

**STAFF COMMENTS**

HighPointe, LLC –  
Concrete work on grounds -

**DISTRICT COUNSEL COMMENTS**

## BOARD COMMENTS

Vice Chair Bryant

Trustee Corral

Trustee Jackson

Trustee Tompkins

Chair Snyder

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

Meeting adjourned at \_\_\_\_\_

Next Regular Board Meeting for the Board of Trustees scheduled for June 10, 2021 at 10:00 a.m.