

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

REGULAR BOARD MEETING
10:00 A.M., JUNE 10, 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 Counsel J. Cavanaugh

ROLL CALL – Stephanie Garcia, Acting District Manager

Present: Karen Snyder, Chairperson
Vice Chair, Charles Bryant
Jeanie Corral, Trustee
Janice Jackson, Trustee
Rose Tompkins, Trustee
John Cavanaugh, District Counsel
Stephanie Garcia, Acting District Manager

Guest: Ron Kammeyer

PUBLIC COMMENTS – None

CONFIRMATION OF AGENDA

Trustee Corral moved that the Agenda be approved. Confirmation was seconded by Trustee Jackson.

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

CONSENT CALENDAR

1. Approval of Minutes of the May 13, 2021, Regular Board Meeting
2. Approval of May Expenditures and Ratification of April Disbursements 2021
3. Operations/Groundskeeper Report

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

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

Signed by _____

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NEW BUSINESS

I. ZOOM WITH STIFEL REPRESENTATIVE – SANDRA WHEELER

A power point presentation and Q&A session took place regarding the district's investment accounts. Quarterly contact was requested by Chair Snyder of the Stifel Representative. Ms. Wheeler confirmed that she would visit in-person at least one time per year, contingent on being allowed to travel during the pandemic and would provide quarterly zoom meetings for the Board. Vice-Chair Bryant made a motion to Receive and File the information. The motion was seconded by Trustee Corral.

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

II. REQUEST FOR APPROVAL OF BUDGET FOR FISCAL YEAR 2021 – 2022

Vice-Chair Bryant made a motion to adopt the Budget as of July 1, 2021, creating a line item for equipment replacement with items that were listed in the report. A second was made by Trustee Corral. Mr. Bryant suggested a management letter to be prepared by the CFO and placed in front of the Budget like a summary which will be added to the website and (6) spiral bound copies are to be on-hand for the public. Also, a list of equipment and dates of purchase and when the equipment has/is replaced with current inventory while adding projected monies into the list of future equipment purchases. The finance committee will revisit the mid-year budget review to allow for appropriations if needed.

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

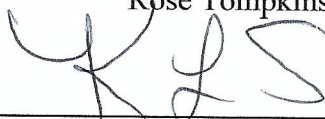
** Chair Snyder requested that item # 6 be moved up to item # 3 to accommodate R. Kammeyer.*

VI. STATUS UPDATE PRESENTATION BY KAMMEYER & ASSOCIATES TO BOARD OF TRUSTEES REGARDING APPROVED ARCHITECTURAL PROJECT (3rd UPDATE)

R. Kammeyer handed out the Inland Foundation Soil Engineering Report and told the Board that he would like the cemetery history to be reflected in the architectural design(s) for the project. Chair Snyder asked R. Kammeyer if he reviewed the engineering report or the chapel building drawings that were completed years ago and the reply was no. Counsel Cavanaugh interjected and reminded the Board of Trustees their need to direct R. Kammeyer's focus on a specific project. The niche wall project would be first and a clear understanding of the budget needs to be addressed due to work being completed out of the original approved scope. The Board will amend the contract prior to anymore work being completed and the item will need to be placed on the July Agenda. Counsel Cavanaugh asked R. Kammeyer to submit a proposal to Stephanie on all the extra work that has been done. The proposal should list the foundation price, irrigation design and have an itemization cost for all line items. R. Kammeyer will meet with Stephanie to give another update at the July 8, 2021, RBM. No motion is needed.

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

Signed by _____



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BOARD COMMENTS

- *Vice-Chair Bryant* – Would like to have staff research for a Federal & State Grant Writer. He will give contact information to Stephanie.
- *Trustee Corral* – Shared that she and Rose were here with the Boy Scouts and volunteers for the Memorial Day setting of the flags and crosses. Natasha Johnson has been asked for a list of participants so that a certificate can be prepared for them. A suggestion of using facial recognition cameras as a deterrent for the homeless problem on the grounds. The headstones are not legible and she would like to go through the plot cards for records sake. Stifel taking from endowment to use the interest is uncomfortable to her.
- *Trustee Jackson* – Nothing because everything has been covered.
- *Trustee Tompkins* – In regards to the cemetery flags, she would like them to be flown each holiday and would like the item on the July Agenda. Suggestion to email Natasha Johnson for cards that staff can hand out to the homeless for the hotel that the city opened. She would like Stephanie to contact Margie at EVMWD for a water analysis and what is in the water. The veteran list update for Pontem – like placing a flash on the website. Rose has seen the groundsmen's uniforms with the hem out and not professional looking.
- *Chair Snyder* – CSDA Board of Directors ballot was received. Karen will vote for candidate, Mr. Bissel if everyone is in agreement, all agreed.

ADJOURNMENT

Trustee Corral motioned to adjourn meeting and Trustee Tompkins seconded to adjourn at 12:13 p.m.

Signed by _____



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