

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

Tim Underdown
Chair

Regular Board Meeting
Sept 10th, 2015 at 4:30 p.m.



Janice Jackson
Vice Chair

Karen Snyder
Trustee

Thomas Buckley
Trustee

Rose Tompkins
Trustee

Denice Enochs
District Manager

Michael Blake
Administrative Assistant

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 (28 CFR 35.102.35 104 ADA Title II).
All supporting documentation for this meeting is located at the District Office. Agenda on line.

AGENDA

- I. CALL TO ORDER** – Chair Underdown
- II. PLEDGE OF ALLEGIANCE** – Chair Underdown
- III. ROLL CALL** – Administrative Assistant
- IV. PUBLIC COMMENTS** – 5 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.

V. CONFIRMATION OF AGENDA

During this part of the meeting, the Board of Trustees may announce any items being pulled from the Agenda or continued to another date. Items not appearing on the Agenda may be added to the Agenda as "Urgency items" provided two-thirds of the Trustees present determine there is a need to take immediate action on the item and the need to take immediate action came to the attention of the Board of Trustees after the posting of the Agenda.

Motion by _____ Seconded _____ Vote: Yes ____ No ____

VI. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine in nature and will be enacted by the one motion and a unanimous vote of the Board of Trustees. There will be no separate discussion or action of three items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar previously.

- A. Ratify Expenditures 8/14/2015-8/31/2015 & Petty Cash 8/1/2015 - 8/31/2015 & Approve Expenditures 9/1/2015-9/10/2015
- B. Approval of the minutes of the RBM 8/13/2015
- C. Manager's Report
 - a. Monthly Report
 - b. Balance Sheet
 - c. Building Project Expenses
- D. Operations Report

Motion by _____ Seconded _____ Vote: Yes ___ No ___

VII. ACTION ITEMS

- A. Structural Engineering Proposal(s)

Motion by _____ Seconded _____ Vote: Yes ___ No ___

- B. Mechanical, Electrical and Plumbing Proposal(s)

Motion by _____ Seconded _____ Vote: Yes ___ No ___

- C. Increase expenditure amount for attendance at CAPC Conference

Motion by _____ Seconded _____ Vote: Yes ___ No ___

- D. Public Cemetery Alliance Annual Meeting Oct. 23, 2015 Corning.

Motion by _____ Seconded _____ Vote: Yes ___ No ___

VIII. INFORMATION ITEMS AND POSSIBLE DECISION

- A. Time Clock
- B. Table
- C. GSRMA Board
- D. Policy for Board Members attending one conference per year
- E. Reschedule October's RBM

IX. CLOSED SESSION

- 1. PUBLIC EMPLOYEE EVALUATION #21
- 2. PUBLIC EMPLOYEE EVALUATION #10

X. STAFF COMMENTS

XI. BOARD COMMENTS

XII. ADJOURNMENT – October Board meeting is yet to be determined.

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