

**ELSINORE VALLEY CEMETERY DISTRICT
18170 COLLIER AVENUE
LAKE ELSINORE, CA 92530
Regular Board Meeting February 11, 2016
MINUTES**

- I. CALL TO ORDER**— Meeting called to order by Chairman Underdown at 4:33 p.m.
- II. PLEDGE OF ALLEGIANCE**— Pledge of Allegiance was led by Vice Chair Jackson.
- III. ROLL CALL**- District Manager, Denice Enochs

PRESENT: Tim Underdown, Chair
Janice Jackson, Vice Chair
Thomas Buckley, Trustee
Karen Snyder, Trustee
Rose Tompkins, Trustee
Denice Enochs, District Manager/Board Treasurer
John Cavanaugh/Cavanaugh Law
Stephanie Garcia/Cavanaugh Law Paralegal

- IV. PUBLIC COMMENTS**— No public was in attendance.
- V. CONFIRMATION OF AGENDA**

Trustee Snyder motioned to accept the agenda as presented. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown- Yes
Vice Chair Jackson-Yes
Trustee Buckley-Yes
Trustee Snyder- Yes
Trustee Tompkins-Yes

VI. CONSENT CALENDAR

- A. Ratify Expenditures – 1/15/2016-1/29/2016
Petty Cash 1/2016
Approve expenditures 2/1/2016-2/11/2016
- B. Approval of the minutes of the RBM 1/14/2016
- C. Manager’s Report

Signed: _____ Date: _____

- a. Monthly Report
- b. Balance Sheet
- c. Manager's Response to Burial

D. Operations Report

Trustee Tompkins motioned to approve the consent calendar with changes to the minutes. Trustee Snyder seconded the motioned which carried unanimously (5-0).

Chair Underdown-Yes
 Vice Chair Jackson-Yes
 Trustee Buckley-Yes
 Trustee Snyder- Yes
 Trustee Tompkins-Yes

VII. ACTION ITEMS

A. Chain Link Fence

Trustee Snyder motioned to accept All American's Proposal in the amount of \$2,970. Trustee Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
 Vice Chair Jackson-Yes
 Trustee Buckley-Yes
 Trustee Snyder- Yes
 Trustee Tompkins-Yes

B. Web Site Policy

Any change to the EVCD's website being either graphic elements or layout will be agenized and presented to the Board for approval.

Trustee Snyder motioned to accept the Web Site Policy. Trusted Jackson seconded the motion which carried unanimously (5-0).

Chair Underdown-Yes
 Vice Chair Jackson-Yes
 Trustee Buckley-Yes
 Trustee Snyder- Yes
 Trustee Tompkins-Yes

VIII. INFORMATION ITEMS AND POSSIBLE DECISION - none

IX. CLOSED SESSION- none

X. STAFF COMMENTS

Ms. Enochs informed the Trustees their confirmations for Monterey were in their folders. Ms. Enochs informed the Board the Toro Twister is being repaired and the estimate was around \$1,200. It was leaking oil and is 13 years old.

Ms. Enochs asked if everyone had read the email from Mr. Mickartz.

Ms. Enochs said she had received an email from Cheryl Smith asking if EVCD would be interested in receiving a quote from the new JPA and the information they requested was involved.

Ms. Enochs reported the oak tree is looking bad again.

Ms. Enochs informed the Board the ADP transfer was more involved than just a signature and is proceeding.

XI. BOARD COMMENTS

Trustee Buckley discussed the ADA requirements with the Board and said he would be happy to respond to Mr. Mickartz and speak with Grant Taylor at the City. Trustee Buckley feels the City will work with EVCD but ADA laws are strict.

Trustee Buckley said UCR and the Western Municipal Water District will come out at no charge and look at the landscaping.

Trustee Jackson stated the tree by her husband's grave look diseased.

Trustee Jackson asked if Mr. Ricker had been out to look at the in Memoriam Wall.

Trustee Tompkins thanked Ms. Enochs for the response to the worksheet and if anything came out of the Corey situation she hoped for cross referencing.

Trustee Tompkins said the Corey family was happy with the service and that everything went well.

Chairman Underdown asked the Board to support the staff.

Trustee Snyder said that publically she has always supported the staff and the District.

Mr. Cavanaugh stated this is an emotional industry and everyone is coming from a right perspective and support staff always.

Trustee Snyder said she asks questions so EVCD does not get into further situations.

XII. ADJOURNMENT - Next Regular Board Meeting for the Board of Trustees is scheduled for Thursday, March 10th at 4:30 P.M.

Vice Chair Jackson motioned to adjourn the meeting at 5:15 P.M. Trustee Snyder seconded the motion.