



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

5350 Encelia Avenue
Twentynine Palms, California 92277-1334
Phone (760) 367-9316 Fax (760) 367-0117

BOARD OF TRUSTEES

REGULAR MEETING AGENDA

Tuesday December 15, 2020

4:30 p.m.

1. Call to Order:

- a. Roll Call and Pledge of Allegiance
- b. Consider additions of emergency or urgency items to the agenda to be placed on the Consent or Discussion Calendar at the Board's discretion pursuant to Government Code section 54954.2(b) or (b)(2)
- c. Notice of minor revisions to agenda items, items removed or continued

2. Public Comments:

Due to the current COVID-19 Pandemic, in conjunction with the City of Twentynine Palms Proclamation dated 03.17.2020 and pursuant to Twentynine Palms Municipal Code sections 2.20.060 (a) (b) and (c), and until further notice, effective immediately, meetings of the Twentynine Palms Public Cemetery District Board of Trustees meetings shall not be open to the public to protect the Board of Trustees and essential cemetery staff. Members of the public are encouraged to participate in Board meetings by alternative means including by submitting any comments to the Board of Trustees on matters either on, or not part of, the Board of Trustees meeting agenda by email to admin@29palmscemetery.org.

This is the time for the public to address the Board on issues within their jurisdiction that are NOT on this agenda. All comments are to be directed to the Board and shall not consist of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during their comments. There is a time limitation of five minutes per person. The Board of Trustees is prohibited by State law from acting or discussing items not included on the printed agenda. Public comments on specific agenda items will be deferred until consideration of the item on the agenda.

- a. Presentation of Public Emails

3. Consent Calendar:

- a. Meeting minutes approval for the Regular Meeting of October 20, 2020, emailed to the Board of Trustees on November 17, 2020 for review.

4. General Manager Reports:

- a. 2019.2020 Audit emailed to Board of Trustees for review on December 1, 2020.
- b. Cemetery Building and Grounds Repairs Update including new, electric vehicle arrival and office furniture delivery
- c. Financial Overview to include US Bank Statements, San Bernardino County SAP reports and QuickBooks Pro summary
- d. Total Sales of Sites and total Services from October 20, 2020 through December 15, 2020.

- e. The LAFCO Special Review Zoom Meeting has been rescheduled for December 16, 2020 due to technical issues with the public's ability to respond. The invitation has been scanned and emailed to the Board of Trustees.

5. Action and Information Items:

- a. Unfinished Business:
 - 1. Planning for the "B" side of the Cemetery grounds and undeveloped acreage on the South side of the property.
- b. New Business:
 - 1. Adoption of Audit for the Fiscal Year 2019/2020

6. Items for Future Agenda:

7. Cemetery Board and Employee(s) Comments:

Please limit comments to items not appearing on this agenda

8. Announcements:

9. Closed Session: NA

10. Post Closed Session Announcements: NA

11. Adjournment and Subsequent Meeting:

- a. The next meeting of the Board of Trustees will take place on January 19, 2021 in the Community Room of the Cemetery at 4:30 PM.

IMPORTANT NOTICES

Declaration of Posting: I, Emily Barry Helm, General Manager of the Twentynine Palms Public Cemetery District, do hereby declare that a copy of the foregoing agenda was sent to the Z107.7 Radio Station's email, The Desert Trail newspaper's email, posted on the cemetery website: www.29palmspubliccemetery.org and on the District's Office public notice board located outside of the building at 5350 Encelia Avenue, Twentynine Palms, CA 92277 for public review.