



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, May 18, 2021
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:

Meetings of the Twentynine Palms Public Cemetery District Board of Trustees are open to the public and due to the current COVID-19 Pandemic, in conjunction with the State of California Mask Mandate, masks MUST be worn if in physical attendance to protect the Board of Trustees and essential cemetery staff.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>

Members of the public are encouraged to participate in Board meetings in person or by alternative means 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 and Correspondence:
 1. Lt Col Elaine Bowden, USMC Retired, 05.04.2021 Letter

3. Consent Calendar:

- a. Meeting minutes for the Regular Meeting of April 20, 2021 were emailed to the Board of Trustees on 04.26.2021 for review.

4. General Manager Reports:

- a. Financial Overview to include month ending 04.30.2021 US Bank Statements, Period 10 San Bernardino County SAP reports, 04.2021 Treasurer's Deposit and QuickBooks Pro summary
- b. Total Sales of Sites and total Services for April 2021
- c. Cemetery Operations overview

5. Action and Information Items:

- a. Unfinished Business: None
- b. New Business:
 - 1. Proposed FY 2021-2022 Budget Review
 - 2. Discussion and vote on schedule for FY 2021-2022 Board of Trustee meetings.
 - 3. Payment Schedule for repayment of Wells Fargo Endowment Loan for Building and Grounds repairs.

6. Items for Future Agenda:

7. Cemetery Board and Employee(s) Comments (Limit comments to items not appearing on this agenda)

8. Announcements:

- a. Volunteers who signed up for the "Adopt A Row" program or any residents that would like to volunteer are encouraged to visit the cemetery and tend to any weeds that may have developed. Please call or email the office if you will be volunteering on a weekend and arrangements can be made for Cemetery tools to be available for use.
- b. Flag placement for the Memorial Day Observation will take place on Saturday, May 29, 2021 at 9:00 AM. Anyone who wishes to help place flags is encouraged to participate.

9. Closed Session: General Manager's Review

10. Post Closed Session Announcements:

11. Adjournment and Subsequent Meeting:

- a. The next meeting of the Board of Trustees will take place on June 15, 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 posted on the cemetery website: www.29palmscemetery.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.