



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, September 21, 2021
4:30 PM**

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. Masks are not required if the attendee has been fully vaccinated. If no vaccination has been received, masks MUST be worn if in physical attendance to protect the Board of Trustees and essential cemetery staff.

<https://covid19.ca.gov>

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.

3. Consent Calendar:

- a. Meeting minutes for the Regular Board of Trustees meeting on August 17, 2021, were emailed to the Board of Trustees on 09.16.2021 for review.

4. General Manager Reports:

- a. Financial Overview to include month ending 08.31.2021 US Bank Statements, Period 2 San Bernardino County SAP reports, and QuickBooks Pro summary. The Treasurer's Deposits for August were sent on September 2, 2021, to San Bernardino County.
- b. Total Sales of Sites and total Services for August 2021
- c. Cemetery Operations overview:
 1. Pine Tree Removal
 2. Block Wall Repair
 3. LAFCO Review results

4. New Site Surround progress and one example at site Old South 25/10/4 “Weston”
5. October “Day of the Dead” Event
6. All items that are in the Announcement section of the agenda are additionally posted on the Cemetery’s website and social media outlets, Facebook and Instagram as well as the building’s exterior display board.

5. Action and Information Items:

- a. Unfinished Business:
 1. FY 2021.2022 Policy Committee Report
 2. City Manager Meeting Report
- b. New Business:
 1. Consideration for a reduced and extended payment plan for a client with Special Needs and is a ward of the State of California receiving SSI.
 2. Discussion of a “Closed Session” concerning Trustee attendance requirements.

6. Items for Future Agenda:

- a. Policy Committee Report

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

8. Announcements:

- a. The September 21, 2021, Board of Trustee’s meeting Agenda sent via email to Z107.0 Radio Station and to the Desert Trail Newspaper on Friday, September 17, 2021.
- b. The Twentynine Palms Public Cemetery grounds will be closed to the Public the morning of November 1, 2021, from 6:00 AM to 12:00 PM.
- c. The Twentynine Palms Public Cemetery will be hosting the first “Day of the Dead” event on Saturday evening, October 30th from 6:00 PM – 9:00 PM and Sunday, October 31st, from Noon to 3:00 PM. Please contact the Cemetery at 760-367-9316 or 760-399-7578 (cell) for details.
- d. In January 2022 there will be two vacant seats on the Cemetery’s Board of Trustee’s. If any member of the public, residing within the Cemetery’s boundaries, would like to be considered for a Trustee position please apply through the San Bernardino County website at: <http://www.sbcounty.gov/COB/Main/NewBCCApp.aspx> or on the San Bernardino County link located on the Cemetery’s website: www.29palmscemetery.org under the “Governance” tab.

9. Closed Session: None

10. Post Closed Session Announcements: None

11. Adjournment and Subsequent Meeting:

- a. The next meeting of the Board of Trustees will take place on October 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 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.