



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

Regular Meeting Minutes Tuesday, September 21, 2021

Opening:

The Chairperson of the Twentynine Palms Public Cemetery District, Mary Kay Sherry, called the Regular meeting of the Twentynine Palms Public Cemetery District to order at 4:28 PM on Tuesday, September 21, 2021. Present at roll call were Vice-Chairperson Kathleen Arbaczewski, Trustees Rebecca Rinkes, Kevin Cole and JoAnn Larsen and District General Manager/Board Secretary, Emily Helm. All present stood and recited the pledge of allegiance.

Public Comments:

1. None

Consent Calendar:

- a. Minutes from the 08.17.2021 Regular Meeting were emailed to the Board Members for review on 09.16.2021. Motion to approve the minutes as presented by Kathleen Arbaczewski and seconded by Kevin Cole. The minutes were accepted and approved unanimously by all present.

General Manager Reports:

1. 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 Deposit for August 2021 were sent to San Bernardino County on 09.02.2021.
2. Total Sales of Sites and total Services from August 2021.
3. Cemetery Operations overview which included:
 - a. Pine Tree Removal will be completed in November
 - b. Block Wall Repair has been completed
 - c. LAFCO Review has concluded with positive results.
 - d. New Site Surround progress and one example at site Old South 25/10/4 "Weston"
 - e. October "Day of the Dead" Event
 - f. 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.

Action and Information Items:

1. Unfinished Business:
 - a. Policy Committee Report update was presented by Trustee Rebecca Rinkes. Policies will be continued to be reviewed throughout the current Fiscal Year. The next meeting is scheduled for October 18, 2021, at 1:00 PM.
 - b. City Manager Meeting Report: Trustee Kevin Cole summarized the meeting with City Manager Frank Luckino and Mayor Danny Mintz, concerning the possibility of the dissolving the Cemetery Special District and absorbing it into the City of Twentynine Palms. Initially LAFCO will conduct a Service Review of the City, the 29 Palms Water District, and the Cemetery to determine the feasibility of the integration of the Special Districts into the City's control.

2. New Business:

- a. Consideration for a reduced and extended payment plan for a client with Special Needs who is a ward of the State of California and receiving SSI: Trustee Kevin Cole moved to approve the reduced payment plan and Trustee Kathleen Arbaczewski seconded. The payment plan was accepted and approved by all present.
- b. Discussion of a "Closed Session" concerning Trustee attendance requirements: It was determined that a Closed Session was not necessary and the requirements for Trustee attendance as well as term benefits would be addressed within the Policy Committee review.

Items for Future Agenda:

1. Unfinished Business: Policy Review Continuation

Cemetery Board and Employee Comments:

1. None

Announcements:

1. The September 21, 2021, Board of Trustee's Regular meeting Agenda sent via email to Z107.0 Radio Station and to the Desert Trail Newspaper on Friday, September 17, 2021.
2. 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.
3. 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.
4. 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.

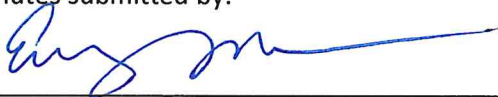
Closed Session:

1. None

Adjournment:

1. Motion to adjourn the meeting by Trustee Kevin Cole and seconded by Trustee Rebecca Rinke. The motion was approved unanimously by all present and the meeting was adjourned at 5:31 PM.
2. The next Regular Session Board Meeting will be held on Tuesday, October 19, 2021, at 4:30 PM in the Twentynine Palms Public Cemetery Community Room.

Minutes submitted by:



Emily Helm, General Manager, Twentynine Palms Public Cemetery District

Accepted after Board Approval by:



Mary Kay Sherry, Chairperson of the Twentynine Palms Cemetery District Board of Trustees