



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, April 19, 2022
5:30 PM

1. Call to Order:

- a. Roll Call:
 1. Kevin Cole
 2. JoAnn Larsen
 3. Rebecca Rinkes
 4. Meredith Plummer
 5. Frank Romo
- b. Pledge of Allegiance
- c. 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)
- d. 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 Board of Trustees Regular meeting on March 15, 2022, were emailed to the Board of Trustees on April 12, 2022, for review.

4. General Manager Reports:

- a. Financial Overview
- b. Cemetery Operations

5. Action and Information Items:

- a. Unfinished Business:
 - 1. FY 2021.2022 Policy Committee: The “General/2000” policies were dropped in the common drop box for Board review on March 25, 2022.
 - 2. Ethics and Sexual Harassment Certificates of Completion
- b. New Business:
 - 1. US Bank Signature Forms
 - 2. New Cemetery Folders for Client Documents
 - 3. Initial FY 2022.2023 Budget Discussion

6. Items for Future Agenda:

- a. Policy Review
- b. Fiscal Year 2022.2023 Budget Review

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

8. Announcements:

- a. The April 19, 2022, Board of Trustee’s Regular meeting Agenda sent via email to Z107.7 Radio Station and to the Desert Trail Newspaper on Tuesday, April 12, 2022.
- b. The Twentynine palms Public Cemetery will be hosting a Memorial Day Service on Monday, May 30, 2022, at 6:00 PM. All wreaths donated by members of the Community will be on display from 4:00 PM-6:00 PM and a reception will follow in the Community Room from 7:00 PM- 8:00 PM. Any community members that wish to participate in presenting a Memorial Wreath, please contact the Cemetery office at 760-367-9316.

9. Closed Session: None

10. Post Closed Session Announcements: None

11. Adjournment and Subsequent Meeting:

- a. Motion to Adjourn:
 - 1. Second:
 - 2. All In Favor:
- b. The next meeting of the Board of Trustees will take place on May 17, 2022, in the Community Room of the Cemetery at 5:30 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.