



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 17, 2022

4:00 PM

1. Call to Order:

- a. Roll Call by Board Secretary:
 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 April 19, 2022, were emailed to the Board of Trustees on May 13, 2022, for review.

4. General Manager Reports:

- a. Financial Overview for April 2022
- b. Cemetery Operations

5. Action and Information Items:

- a. Unfinished Business:
 - 1. FY 2021.2022 Policy Committee: The “General/3000” policies were dropped in the common drop box for Board review on May 6, 2022. The “Board/4000” policies were sent for review on May 9, 2022, and the “Cemetery Rules and Fees/5000” were sent on May 13, 2022, for review.
- b. New Business:
 - 1. Request for Purchases over \$5000.00, per Cemetery Policy:
 - a. The Cemetery’s lowering device is old and becoming a safety concern. A new device Quote for \$5609.13 was sent on May 13, 2022, for your review.
 - b. A Burial Platform: The request for a Burial Platform was set for your review on May 13, 2022. This piece of equipment adds to the safety of the Full Interment by stabilizing the area surrounding the prepared site.
 - 2. FY 2022.2023 Budget Review

6. Items for Future Agenda:

- a. Final Policy Review and Adoption Vote
- b. Fiscal Year 2022.2023 Budget Review and Adoption Vote

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

8. Announcements:

- a. The May 17, 2022, Board of Trustee’s Regular meeting Agenda sent via email to Z107.7 Radio Station and to the Desert Trail Newspaper on Thursday, May 13, 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.
- c. The Twentynine Palms Public Cemetery will be closed on May 31, 2022.

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 June 21, 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.