



TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT

5350 Encelia Avenue
Twentynine Palms, California 92277-1334
Phone (760) 367-9316 Cell (760) 399-7578

BOARD OF TRUSTEES REGULAR MEETING AGENDA

Thursday, August 24, 2023

4:30 PM

1. Call to Order:

a. Roll Call by Board Secretary:

Kevin Cole: ____ JoAnn Larsen: ____ Rebecca Rinke: ____ Meredith Plummer: ____
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:

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 limit of three minutes per person and notice to speak must be arranged before the meeting begins by filling out the available "Request to Speak" form. 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 July 18, 2023, were emailed to the Board of Trustees on Friday, August 18, 2023, for review.

Motion to accept the July 18, 2023, as presented:

Second:

All In Favor:

4. General Manager Reports:

a. July 2023 Financial Overview: US Bank Accounts, San Bernardino County Funds/SAP Reports 1, and Tax Apportionments.

b. Cemetery Staff Operations Review

c. Twentynine Palms Cemetery General Manager contracting with Barstow Public Cemetery District as a consultant.

5. Action and Information Items:

a. Unfinished Business:

1. None

b. New Business:

1. Fee Schedule Adoption for FY 2023.2024: Motion to Accept as Presented: ___ 2nd: ___

Roll Call Vote:

Kevin Cole: ___ JoAnn Larsen: ___ Rebecca Rinke: ___ Meredith Plummer: ___

Frank Romo: _____

2. Employee Job Descriptions and Rate of Pay Schedule presentation/adoption. Motion to Accept as Presented: ___ 2nd: _____

Roll Call Vote:

Kevin Cole: ___ JoAnn Larsen: ___ Rebecca Rinke: ___ Meredith Plummer: ___

Frank Romo: _____

6. Items for Future Agenda:

- a. Task Force Reports or Comments.
- b. San Bernardino County 457b Retirement Program participation

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

7. Announcements:

- a. The August 24, 2023, Board of Trustee’s Regular meeting Agenda was sent on Friday, August 18, 2023, via email to Z107.7 Radio Station and the Desert Trail Newspaper.

8. Closed Session:

- a. General Manager’s Review reconvened from the Closed Session on July 18, 2023
- b. Discussion of TPPCD’s General Manager contracting to Barstow Public Cemetery District as a Consultant.

10. Post Closed Session Announcements: None

11. Adjournment and Subsequent Meeting:

- a. Motion to Adjourn:

Time: _____

1. Second:
2. All In Favor:

- b. The next meeting of the Board of Trustees will take place on September 26, 2023, 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.