

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Secretary at (951) 699-1630. Notification 72 hours prior to the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

## MINUTES

April 18, 2024 @ 8:00 a.m.

### REGULAR BOARD MEETING

#### TEMECULA PUBLIC CEMETERY DISTRICT

41911 C St, Temecula, Ca 92592  
951-699-1630

1. CALL TO ORDER- Trustee Davis @ 8:00AM

2. FLAG SALUTE -Trustee Davis

3. ROLL CALL-

Chair Davis, Vice Chair Dugan, Trustee Qualm, Trustee Vanderhaak,  
Trustee Kelleher, General Manager, Beaudet, Administration, Santo

4. MOTIONS TO EXCUSE- None

5. VISITORS-

Attorney- Steve Quintanilla

Craig Sensenbach-RJM, by phone

Shelby Burnson-Agape Construction

Chelsea Richi- Murrieta Cemetery

6. PUBLIC COMMENTS-

Currently, members of the public are invited to address the Board concerning any items on the agenda, or on any other matters that are not on the agenda but are within the subject matter jurisdiction of the district. Requests must be submitted in writing or in person prior to the start of the meeting. Every person will be allowed 5 minutes to address the Board of Trustees; in accordance with State Law (Brown Act) all items to be acted on must be posted 72 hours in advance.

7. CLOSED SESSION ITEMS- Entered at 10:06 am.

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION

Pursuant to Government Code of Section 54956.9 (d) (one potential case)

Closed meeting at 10:08 a.m. with nothing to report.

**8. CONSENT CALENDAR- A motion was made by Trustee Kelleher to accept the consent calendar as presented, Trustee Dugan seconded the motion and passed with a 5/0 vote.**

All matters listed under the Consent Calendar are considered routine and may all be approved by one motion. There will be no discussion of these items unless members of the Board or the public request an item be removed from the Consent Calendar for separate action. A total of five minutes is provided for members of the public to address the Trustees on items that appear on the consent calendar. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items shall be considered immediately following action on the remaining items on the Consent Calendar.

**A. APPROVAL OF MINUTES-**

*Recommendation:* That the Board approve the minutes of the Regular Board Meeting dated March 21, 2024.

**B. APPROVAL OF CHECK REGISTERS AND CREDIT CARD RECEIPTS**

*Recommendation:* That the Board approves the March 2024 Check Registers, Nos. 101100, 101200 and 101300, and credit card receipts dated March 22, 2024.

**Chair Davis asked not to add the cc receipts moving forward.**

**C. APPROVAL OF BOOKKEEPER REPORT-**

*Recommendation:* That the Board receives and files the March 2024 Bookkeeper Report.

9. ACTION ITEMS- None

10. FINANCIAL REPORTS- A motion was made by Trustee Vanderhaak to receive and file the March 2024 financial. Trustee Kelleher seconded the motion and passed with a 5/0 vote.

- A. March 2024 Balance Sheet
- B. March 2024 Profit and Loss
- C. March 2024 Stifel Investments; Summary Statements
- D. March 2024 California Class Summary Statement

11. GENERAL MANAGERS REPORTS- A motion was made by Trustee Dugan to accept the General Managers report. Trustee Qualm seconded the motion and passed with a 5/0 vote.

- A. March 2024 Revenues
- B. March 2024 Inventory
- C. March 2024 Burial Calendar
- D. Critique Letters
- E. Municipal Finance Corporation-Mock up loan repayment
- F. SB 1935 correction

## **12. FISCAL YEAR 2023-2024 SUBCOMMITTEES-**

- A. 52-acre Cemetery Property (Qualm, Dugan)
- B. Landscape Plan (Vanderhaak, Davis)
- C. Cenotaph/ Ossuary (Dugan, Qualm)
- D. Conference Liaison (Kelleher, Vanderhaak)
- E. Polices (Dugan, Kelleher)
- F. General Price List (Davis-Vanderhaak)
- G. Investments (Qualm-Dugan)

## **13. ITEMS FOR FUTURE TRUSTEE AGENDAS-**

Any Trustee may request an item to be placed on a future agenda. Any such request will be discussed only under this section. In making the request, a Trustee may briefly describe the topic of the proposed agenda item. This description shall not exceed 5 minutes. No substantive discussion on the subject or a motion may occur.

**14. BOARD COMMENTS-**

**Trustee Vanderhaak made a motion to have the subdivided property appraised. The motion was seconded by Trustee Davis and passed with a 5/0 vote.**

**15. ADJOURNMENT- 10:09 am**

**1<sup>st</sup> Motion: Trustee Kelleher**

**2<sup>nd</sup> Motion: Trustee Davis**

**All in Favor: 5/0**

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, May 16, 2024, at 8:00 a.m.

**POSTED April 15, 2024**

All supporting documentation is available for public review after the agenda has been posted and no less than 72 hours prior to the meeting date. The material will be made available at the Temecula Public Cemetery District Office during business hours, or on the website at:

[www.temeculacemetery.org](http://www.temeculacemetery.org)

