**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

**Temecula, California 92592**

**October 18, 2018**

**8:00 a.m.**

**MINUTES**

1. **Call To Order : 8:02**
2. **Pledge of Allegiance: Led by Trustee Dugan**
3. **Roll Call**

Chair Vanderhaak, Trustee Qualm, Trustee Davis, ~~Trustee Reese,~~ Trustee Dugan General Manager, Cindi Beaudet (Legal Counsel, Steve Quintanilla – available by phone)

**Motions To Excuse:**

**Motion was made by Trustee Dugan to excuse Trustee Reese, seconded by Trustee Qualm and passed, 4/0.**

**Visitors:** **None**

**Public Comments:**

At this time, 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. Request must be submitted in person prior to the start of the meeting. Each individual 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.

1. **CLOSED SESSION ITEMS; None**
2. **Consent Calendar**

**Motion was made by Trustee Dugan to receive the consent calendar as presented, seconded by Trustee Davis and passed 4/0.**

All matters on the Consent Calendar are considered routine and may all be approved by one motion. Any member of the Board or the public may request an item be removed from the Consent Calendar for discussion or separate action. 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.

1. **Approval of Minutes**

R*ecommendation:* That the Board approve the minutes of the Regular Board Meeting of September 20, 2018.

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the September 2018 Check Register Nos. 101100, 101200 and 101300.

C. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the September 2018 Bookkeeper Report.

1. **Action Items**

**A.Conference Reports:**

**CSDA- 09-24-2018 INDIAN WELLS, CA**

**CAPC 10-04-2018 LAKE TAHOE, CA**

*Recommendation:* That the BOT and foreman each give a summary of their reports.

**Received and filed.**

1. **Financial Report**

**Motion was made by Trustee Davis to receive and file the September financials, seconded by Trustee Dugan and passed 4/0.**

A. September 2018 Balance Sheet

B. September 2018 Profit and Loss

C. September 2018 Wells Fargo Investments; principle and interest

**8. General Managers Reports**

1. September 2018 Revenues

B. September 2018 Plot Inventories

C. September Depletion

D. September Calendar

E. Resolution 2018-14 to move $318,046.12 from endowment fund 51435 held at Riverside county Auditors to Wells Fargo Inc has been completed.

F. Resolution 2018-15 to move $290,377.00 from general fund 51425 into ACO fund 51435 has been completed.

G. Resolutions 2018-11, 2018-12 and 2018-13 regarding sending the Fiscal Year

2018-2019 budgets to the county have been completed.

H. Tree estimates, this was not a budgeted item for this year but is a “must do” job before winter to protect the district from possible liabilities.

**9. Foreman Reports**

1. Landscape

**10. General Counsel Reports**

**11. Fiscal Year 2018-2019 Subcommittee’s**

1. 52 acre Cemetery Property (Dugan, Qualm**)**
2. Landscape Plan (Vanderhaak, Reese)

C. Cenotaph/ Ossuary (Reese, Davis)

D. Investment (Vanderhaak, Dugan)

E. Conference Liaison (Vanderhaak, Qualm)

F. Policies (Dugan, Reese)

* **Trustee Dugan to review with BOT approved policy # 1010, Investment of District Funds**

G. General Price List (Vanderhaak, Davis)

**12.** **Future Trustee Agenda Items:**

**13**. **Board Comment:**

**14**. **Announcements:**

* CSDA Board Secretary, October 22-24, 2018 South Lake Tahoe, Michelle Hesselgesser will attend.
* Christmas Dinner December 22, 2018@ Lukes on Front @ 4:00 pm

**15**. **Adjournment Time: Motion was made by Trustee Dugan to adjourn the regular meeting at 9:43 a.m., seconded by Trustee Davis and passed 4/0.**

**1st Motion 2nd Motion**

Next Regular Board Meeting – November 15, 2018 @ 8:00 a.m.