**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

 **REGULAR MEETING**

**41911 C St, Temecula, Ca 92592**

**June 17, 2021 @ 8:00 a.m.**

**MINUTES**

1. **Call To Order:**@8:00 a.m. by Trustee Qualm-
2. **Pledge of Allegiance:** Trustee Qualm
3. **Roll Call**

Chair Qualm, Vice-Chair Reese, Trustee Vanderhaak, Trustee Dugan, Trustee Davis, General Manager, Beaudet

**Motions to Excuse:** None

**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. 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.

1. **Consent Calendar: A motion was made by Trustee Davis to accept the Consent calendar as presented, seconded by Trustee Vanderhaak and passed with a 5/0 vote.**

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 May 20,2021

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the May- 2021 Check Register Nos. 101100, 101200 and 101300.

1. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receives and files the

May 2021 Bookkeeper Reports.

1. **Action Items**
2. **Rancho Highlands Appraisal: The Board request our legal counsel to submit a letter of intent to the Rancho Highlands Association. Motion made by Trustee Davis and seconded by Trustee Dugan, passed with a 5/0 vote.**

*Recommendation:* That the Trustees direct the legal counsel to draw up a letter of intent for an offer of $40,000.00.

1. **Ratified Emergency Orders: The motion was made by Trustee Vanderhaak to continue with the ratified orders dated June 17, 2021, seconded by Trustee Reese and passed with a 5/0 vote.**

*Recommendation:* The Trustees acknowledge the changes to the ratified orders that will remain in effect until July 22, 2021

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1. **Preliminary Draft Budget (2) for Fiscal Year 2021-2022: The Trustees want to see the draft budget brought back in July with changes made to a few items and hopefully have June closed out.**

*Recommendation:* The Trustees recognize the changes from the last board meeting; added additional to security,17% passed onto District. Changed Liability after receiving the final invoice. Fuel increase of 12% passed onto District.

1. **Financial Reports: The motion was made by Trustee Vanderhaak to receive and file the May Financials, seconded by Trustee Dugan and passed with a 5/0 vote.**

A. May 2021 Balance Sheet

B. May 2021 Profit and Loss

C. May 2021 Stifel Investments; principal and interest

D. Reinvestment of Endowment Interest, $153,387.00

**7. General Managers Reports:**

1. May 2021 Revenues

B. May 2021 Plot Inventories

C. May 2021 Depletion

D. May Calendar

E. Email thread between RCWD, Baker Intl. aka RBF, Glenn Miller, and TPCD.

**8.General Counsel Reports: Gustavo Lamanna**

**9. Fiscal Year 2020-2021 Subcommittees**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**
2. Landscape Plan (**Dugan-Qualm**)
3. Cenotaph/ Ossuary (**Vanderhaak-Reese**)

D. Conférence Liaison (**Davis-Dugan**) Trustee Qualm, Trustee Davis and Trustee Reese showed interest in the CSDA Annual Conf.

E. Polices (**Qualm-Davis**)

F. General Price List (**Qualm-Reese**)

G. Investments (**Davis-Reese**)

  **10.** **Future Trustee Agenda Items:**

General Contractors

Dry Utilities

RCWD

Transportation

Stewart Title

**11.CLOSED SESSION ITEMS:**

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION**

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

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Significant Exposure to Litigation

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

**C**. **Closed Session Announcement**

**12**. **Board Comment:**

**13**. **Announcements:**

* Please respond to General Managers performance review form that will be emailed to you after this meeting.
* Executive Order N-29-20 follow up

**14**. **Adjournment Time: 9:11 am**

**1st Motion: Trustee Dugan**

**2nd Motion: Trustee Reese**

**All in Favor: 5/0**

Next Regular (ANNUAL) Board Meeting – July 15, 2021