**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

 **REGULAR BOARD MEETING**

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

**APRIL 21, 2022 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:** @8:00 a.m. by Trustee Qualm-
2. **INVOCATION / FLAG SALUTE:** Trustee Qualm
3. **ROLL CALL**

Chair Qualm, Vice Chair- Vanderhaak, Trustee Dugan, Trustee Davis, Trustee Kelleher, General Manager, Beaudet, Foreman, Sands

**MOTIONS TO EXCUSE:** **NONE**

**VISITORS:**

**Phone Conference**

Larry P Ryan; RJM Design group-8:30am

David Neault, Associates Inc- 9:00am

**Present at meeting**

Shelby Burnson- Agape Construction-9:30am

1. **PUBLIC COMMENTS: No persons present**

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.

**5.CONSENT CALENDAR: Motion was made by Trustee Dugan to accept the consent calendar as presented, motion seconded by Trustee Kelleher 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 March 17 ,2022

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the March 2022 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

March 2022 Bookkeeper Report.

1. **ACTION ITEMS:**

**Motion was made by Trustee Vanderhaak to accept the REQUEST FOR PROPOSAL from RJM Design Group, motion seconded by Trustee Davis and passed with a 5/0 vote.**

1. **RJM Design Group, David Neault Associates Inc**

*Recommendation:*  That the Trustees review and discuss the three contracts presented.

RJM Design Group-

DAVID NEAULT- Associates Inc

Latitude 24.

To keep the flow of the construction and development of phase 1 in place, please consider awarding the contract to one of the three cemetery designers based on: references/ referrals, registration with DIR, current licensed contractor, cost of contract, experience in cemetery design.

1. **FINANCIAL REPORTS:**

**Motion was made by Trustee Davis to receive and file the March financials, motion seconded by Trustee Dugan and passed with a 5/0 vote.**

A. March 2022 Balance Sheet

B. March 2022 Profit and Loss

C. March 2022 Stifel Investments; principal and interest

1. **GENERAL MANAGERS REPORTS:**

**Item D was discussed amongst the Board of Directors. A motion was made by Trustee Dugan stating that all the requirements were met when providing the graveside service to the Maderias family, therefore the refund of $500.00 will not be paid, motion seconded by Trustee Kelleher and passed with a 5/0 vote.**

1. March 2021 Revenues
2. March Inventory
3. March Depletion
4. Graveside Complaint-Maderias
5. J.W Marriot and Conference booked
6. Rancho Water-approved Pre Construction
7. Cost to Date
8. Orange County Cemetery email
9. **GENERAL COUNSEL REPORTS:**

**10. FISCAL YEAR 2021-2022 SUBCOMMITTEES:**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**
* **Construction began 02/24/2022**
* **Rancho Ca approved Pre-Con 04/06/2022**
* **Water lines being pulled 04/14/2022**
* **Inspection cancelled by Rancho Water 04/14/2022**
1. Landscape Plan (**Dugan-Qualm**)
2. Cenotaph/ Ossuary (**Vanderhaak-Kelleher**)
3. Conférence Liaison (**Davis-Dugan**)

**CSDA- 08/22/2022 check in**

**Check out 08/25/2022**

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

F. General Price List (**Kelleher-Vanderhaak**)

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

  **11.** **FUTURE TRUSTEE AGENDA ITEMS:**

Stewart Title- Pending

~~Cemetery Designers~~

Construction Loan

**12.CLOSED SESSION ITEMS: Gustavo Lamanna- Attorney at Law**

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**)

1. **Closed Session Announcement:**

**13**. **BOARD COMMENT:**

**14**. **ANNOUNCEMENTS:**

**15**. **ADJOURNMENT: 9:55 am**

**1st Motion: Trustee Davis**

**2nd Motion: Trustee Vanderhaak**

**All in Favor: 5/0**

Next Regular Board Meeting – May 19, 2022