**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**July 20, 2017**

**8:00 a.m.**

**MINUTES**

1. **Call To Order : 8:00 A.M.**
2. **Pledge of Allegiance: Led by Trustee Qualm**
3. **Roll Call**
* Chair Vanderhaak, Vice Chair Qualm, Trustee Dugan, Trustee Davis, **Trustee Reese arrived at 8:19 a.m.** General Manager, Cindi Beaudet, Foreman, Joe Sands.
* **Motions To Excuse:**
* **Visitors:** Don Turcotte**,( Via Phone)** Southwest Construction,

Legal Counsel, Benjamin Jones, ~~Robert Lee,~~ Daryl Farnbach

* **Public Comments 8:00 a.m., Daryl spoke to the BOT regarding the old upright markers and how the cemetery should be responsible for the care and maintenance. With no other comments from the public, the session was closed at 8:08 a.m.**

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**

**A.\*CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**(Government Code Section 54956.8)**

Property: Assessor’s Parcel No. 924-360-002, Temecula, CA 92592

Agency negotiator: Nancy Hughes

Purchasing parties: Mission Hills Development

In Escrow

**B \*CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Temecula Public Cemetery District v. Albert Salazar; Riverside County Superior Court Case No. RIC1507434

 **CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION**

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case

sent to opposing counsel. 01/23/2017

**C. Closed Session Announcements: Nothing to report**

1. **Consent Calendar: A motion was made by Trustee Dugan to accept the consent calendar as presented, seconded by Trustee Reese and passed 5/0.**

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 June 15, 2017.

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the June 2017 Check Register Nos. 101100, 101200 and 101300.

 C. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the June 2017 Bookkeeper Report.

1. **Action Items: A motion was made by Trustee Dugan to accept the 2017-2018 Proposed budget as presented. And directed the General Manager to submit with all other supporting documents to the Riverside County Auditor Controllers office, seconded by Trustee Qualm and passed 5/0.**

A**. Fiscal Year 2017-2018 Final Proposed Budget**

*Recommendation:* That the Trustees reviews and discusses Proposed Budget, especially close detail to conference budget.

B. **CAPC Education Seminar: Motion was made by Trustee Davis to have Trustee Qualm, Trustee Dugan and Foreman, Joe Sands attend the CAPC Education conference in October, seconded By Trustee Reese and passed 5/0.**

*Recommendation:* That the Trustees inform the General Manager no later than August 7, 2017 of their intent to attend and if so name of guest attending.

1. **Approval of 2017-2018 Budget Resolution # 2017-6 and 2017-7**

**Motion was made by Trustee Dugan to approve the budget resolution, seconded by Trustee Reese and passed 5/0.**

*Recommendation:* That the Trustees review the budget approves it and directs the General Manager to deliver to the Riverside County Controllers office along with signed resolutions.

1. **Financial Report: Motion was made by Trustee Reese to receive and file the June financials, seconded by Trustee Dugan and passed 5/0.**

A. June 2017 Balance Sheet

B. June 2017 Profit and Loss

C. June 2017 Wells Fargo Investments; principle and interest

1. **General Managers Reports**
2. June 2017 Revenues

B. June 2017 Plot Inventories

C. June Depletion

D. June Calendar

E. Escrow checked deposited into ACO fund, received 06/20/2017

F. Glossary

**G**. Trustee Dugan re-appointed to the Board, term ending 8/31/2021

**H**. Labor worker training July 06, 2017, Sands, Eufers, Skaife in attendance

1. **Foreman Reports**
2. Headstones

 10**. General Counsel Reports**

**Counsel to write two separate letters on two separate issues.**

1. **Farnbach, response**
2. **Salazar**

11**. Fiscal Year 2016-2017 Subcommittee’s**

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

C. Cenotaph (Dugan, Beaudet)

D. Investment (Qualm, Vanderhaak, Davis)

E. Conference Liaison (Qualm, Vanderhaak)

F. Policies (Dugan, Qualm, Reese)

G. General Price List (Vanderhaak, Beaudet, Davis)

 12. **Future Trustee Agenda Items:**

Solar

Medical Resolution Act, actuarial completed by CSBA

13. **Board Comment:**

14. **Announcements: Motion was made by Trustee Davis to move the August Board meeting to August 24, 2017, seconded by Trustee Qualm and passed 5/0.**

Annual Planning Meeting July 22, 2017 @ 9: 00 am

General Manager respectfully request that the Board move the regular August 17, 2017 Board meeting to August 24, 2017

1. Next Regular Board Meeting –August 24, 2017

15. **Adjournment: Motion was made by Trustee Dugan to adjourn the regular board meeting at 9:50 a.m., seconded by Trustee Reese and passed 5/0.**