**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR BOARD MEETING**

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

**February 17, 2022 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:** @8:04 a.m.
2. **INVOCATION / FLAG SALUTE:** Trustee Qualm
3. **ROLL CALL**

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

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

**VISITORS:NONE: Shelby Burson, Agape Construction**

* Urgency Item, came to our attention after the agenda was posted. Agape Construction to discuss price increase based on supply and demand.
* The original contract was presented in October of 2021 for $1,348,000 to complete the entry road to the cemetery. Because of the recent inflation and learning that we needed to import dirt for the road (approximately 1000 cy) the contract price was amended to reflect the new cost of $1,448,500. The Trustees and Legal Counsel discussed it and voted to move forward on the construction cost. AYES:5/0

1. **PUBLIC COMMENTS: Motion was made by Trustee Dugan to accept the consent calendar as presented, seconded by Trustee Kelleher and passed with a 5/0.**

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:**

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 January 20 ,2022

1. **APPROVAL OF CHECK REGISTERS**

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

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

February 2022 Bookkeeper Report.

1. **ACTION ITEMS:**
2. **Nomination for LAFCO:** Discussed

*Recommendation:*  The BOT acknowledge the nomination letter sent out. This nomination is for the western District. The Temecula Cemetery is in the Southern District, therefore we are unable to nominate from our Board of Trustees. Receive and File.

1. **Latitude 24 Project Specialists: Table until we receive more cemetery proposals**

*Recommendation:* The owner of Latitude 24 was anxious to have the BOT receive his proposal. Please hold onto this, I do not have extra copies. I’m in the process of receiving other proposals, hopefully I should have 3 total by June. These proposals are for the 1st phase which follows the entry road. Once received and the Trustees accept the proposal then we can begin our search for financing.

1. **FINANCIAL REPORTS: Motion was made Trustee Davis to receive and file the January Financials, seconded by Trustee Dugan and passed with a 5/0 vote.**

A. January 2022 Balance Sheet

B. January 2022 Profit and Loss

C. January 2022 Stifel Investments; principal and interest

**8. GENERAL MANAGERS REPORTS: Received, no action**

1. January 2021 Revenues
2. January Inventory
3. Depletion
4. Burial Calendar
5. **GENERAL COUNSEL REPORTS:**

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

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**

* Pre-construction meeting 02/14/2022
* PSOMAS burrowing owl report complete, good till 03/10/2022

1. Landscape Plan (**Dugan-Qualm**)
2. Cenotaph/ Ossuary (**Vanderhaak-Kelleher**)

* Having a professional photographer get pictures and typeset for mailers.

1. Conférence Liaison (**Davis-Dugan**)

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

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

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

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

Stewart Title- Pending

Construction Loan

Cemetery Designers

CSDA Conference-Palm Springs

Construction Timeline

**12.CLOSED SESSION ITEMS: 8;27 AM**

**Gustavo Lamanna- Attorney at Law**

**Michael Cobden- Attorney at Law**

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

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

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Significant Exposure to Litigation

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

1. **Closed Session Announcement:Closed at 8:59 am with no reportable action**

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

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

**15**. **ADJOURNMENT: 9:33am**

**1st Motion: Trustee Vanderhaak**

**2nd Motion:Trustee Davis**

**All in Favor: 5/0**

Next Regular Board Meeting – March 17, 2022