**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR BOARD MEETING**

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

**August 26, 2021 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:**@8:01 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

* A MOTION WAS MADE BY Trustee Davis to add the County Budget onto Action Item 5-D so that it is not received late by the County auditor, seconded by Trustee Vanderhaak and passed with a 5/0 vote.

**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: The motion was made by Trustee Dugan to accept the consent calendar as presented, with no question, the motion was 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 July 15,2021

1. **APPROVAL OF CHECK REGISTERS**

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

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

July 2021 Bookkeeper Reports.

1. **ACTION ITEMS:**
2. **RATIFIED EMERGENCY ORDERS; AUGUST 19, 2021**

The motion was made by Trustee Dugan to accept the changes to the emergency order, seconded by Trustee Qualm and passed with a 5/0 vote.

*Recommendation:* The Trustees acknowledge the changes due to the level of current COVID cases. Orders may change based on DELTA variant.

1. **DRAFT BUDGET # 4 FISCAL YEAR 2021-2022**

The motion was made by Trustee Reese to accept the changes to the 2021-2022 Draft budget, seconded by Trustee Dugan and passed with a 5/0 vote

*Recommendation:* The Trustees acknowledge the changes made on the 4th budget to accommodate the managers increase. And note the change to medical, as some providers raised their fees as others decreased them.

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1. **RESOLUTION NUMBER 2021-4, DESIGNATED AUTHORIZED SIGNERS**

The motion was made by Trustee Dugan to accept the resolution for designated signers, seconded by Trustee Davis and passed with a 5/0 vote.

*Recommendation:* The Trustees need to vote on the resolution, recognizing 2021-2022 Chair needs to be recognized as designated signer for the District.

1. **RESOLUTION NUMBERS: 2021-5 GENERAL FUND BUDGET- RESOLUTION 2021-6 ACO FUND-RESOLUTION 2021-7 ENDOWMENT FUND**

**The motion was made by Trustee Vanderhaak to approve all 3 Resolutions to be attached with the County Budget, seconded by Trustee Dugan and passed with a 5/0 vote.**

*Recommendation:* The Trustees have reviewed and approved the 2021-2022 budget, ( draft #4.) Resolutions need to be approved through vote.

1. **FINANCIAL REPORTS:**

**The motion was made by Trustee Vanderhaak to receive and file the July financials, seconded by Trustee Dugan and passed with a 5/0 vote.**

A. July 2021 Balance Sheet

B. July 2021 Profit and Loss

C. July 2021 Stifel Investments; principal and interest

**7. GENERAL MANAGERS REPORTS:**

1. July 2021 Revenues

B. July 2021 Plot Inventories

C. July 2021 Depletion

D. July Calendar

E. CSDA Annual Conference- Davis representing the District

* David Reese cancelled the annual conference, CSDA charged the District a $75.00 fee.

F. CAPC Education Conference- ~~Dugan, Qualm~~ Sands representing the District.

G. Avalon has decided not to sell the property at this time.

H. CSDA nomination- Rachel Mason

**8.GENERAL COUNSEL REPORTS: Gustavo Lamanna**

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

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

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

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

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

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

**10.** **FUTURE TRUSTEE AGENDA ITEMS:**

General Contractors-

* Agape General Contractors Inc
* Murrieta Development
* D&D Pipeline

Dry Utilities- Contacted

RCWD- Bonds are Secured

Transportation- Pending Resolution of Signers

Stewart Title- Pending

PSOMAS- Pending pre-construction meeting

**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**)

1. **Closed Session Announcement: Nothing to report**

**12**. **BOARD COMMENT:**

**13**. **ANNOUNCEMENTS:**

**14**. **ADJOURNMENT: 8:52 a.m**

**1st Motion: Trustee Reese**

**2nd Motion: Trustee Vanderhaak**

**All in Favor: 5/0**

Next Regular Board Meeting – September 16, 2021