**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**September 20, 2018**

**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, Trustee Qualm, Trustee Davis, Trustee Reese, Trustee Dugan General Manager, Cindi Beaudet (Legal Counsel, Steve Quintanilla – available by phone) All Present

**Motions To Excuse: None**

**Visitors:** **None**

**Public Comments: Opened at 8:01 a.m., closed at 8:05 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;**

Pending Litigation – Pursuant to California Government Code Section 54956.9

Temecula Public Cemetery District vs. Alberto Salazar, et al.

Superior Court of The State Of California

County of Riverside, Temecula Branch

Case No. MCC1800818

**Nothing to Report**

1. **Consent Calendar: Motion was made by Trustee Davis 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 August 16, 2018.

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the August 2018 Check Register Nos. 101100, 101200 and 101300.

 C. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the August 2018 Bookkeeper Report.

1. **Action Items**

**A.County Budget: Motion was made by Trustee Dugan to approve the resolution numbers 2018-11- General Fund, 2018-12-Endowment Fund, and 2018-13- ACO Fund. Seconded by Trustee Reese and passed 5/0.**

**Trustee Vanderhaak, Trustee Qualm and Trustee Davis**

*Recommendation:* That the BOT reviews the approved F.Y. 2018-2019 budget and records a resolution as such. Manager will then forward the budget package which includes the General Fund, ACO Fund and Endowment Fund.

**B.Endowment Allocation; Motion was made by Trustee Qualm to move $318,046.12 from the Endowment Fund held at the Auditor Controllers into the Wells Fargo account Resolution Number 2018-14-, seconded by Trustee Davis and passed 5-0.**

**Trustee Vanderhaak, Trustee Dugan and Trustee Reese**

*Recommendation:* That the BOT discusses if they want to move the monies from the Riverside County Auditor Controllers fund or into Wells Fargo or leave it as is.

1. **Financial Report: Motion was made by Trustee Reese to move $290,377.00 from General Fund into the ACO fund, seconded by Trustee Qualm and passed 5/0. Resolution Number 2018-15**

**Trustee Vanderhaak, Trustee Dugan, Trustee Davis**

A. August 2018 Balance Sheet

B. August 2018 Profit and Loss

C. August 2018 Wells Fargo Investments; principle and interest

**Motion was made by Trustee Davis to receive and file the August Financials, seconded by Trustee Reese and passed 5/0.**

**8. General Managers Reports**

1. August 2018 Revenues

B. August 2018 Plot Inventories

C. August Depletion

D. August Calendar

E. Local Area Meeting cancelled

F. District of Transparency approved

 G District of Distinction approved

 H. Internet provider

**9. Foreman Reports**

**10. General Counsel Reports**

**11. Fiscal Year 2018-2019 Subcommittee’s**

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

C. Cenotaph/ Ossuary (Reese, Davis)

D. Investment (Vanderhaak, Dugan)

E. Conference Liaison (Vanderhaak, Qualm)

F. Policies (Dugan, Reese)

* **Trustee Dugan to review with BOT approved policy # 1005, Compensation and Reimbursement for Trustees**

G. General Price List (Vanderhaak, Davis)

 **12.** **Future Trustee Agenda Items:**

**13**. **Board Comment:**

**14**. **Announcements:**

* CSDA Annual Conference- September 24-27, 2018 Indian Wells
* CAPC Educational Conference, October 4-6,2018 South Lake Tahoe
* CSDA Board Secretary, October 22-24,2018 South Lake Tahoe
* Christmas Dinner December 21, 2018@ Lukes

**15**. **Adjournment Time: 9:25 a.m.**

**1st Motion Trustee Dugan 2nd Motion Trustee Davis**

**Passed 5/0.**

Next Regular Board Meeting – October 18, 2018 @ 8:00 a.m.