**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

**Temecula, California 92592**

**June 15, 2017**

**8:00 a.m.**

**MINUTES**

1. **Call To Order : 8:00 A.M.**
2. **Pledge of Allegiance: Led by Trustee Dugan**
3. **Roll Call**

* Chair Vanderhaak, Vice Chair Qualm, Trustee Dugan, ~~Trustee Davis,~~ Trustee Reese General Manager, Cindi Beaudet, ~~Foreman, Joe Sands.~~
* **Motions To Excuse: Trustee Dugan and Trustee Qualm motioned to excuse,** Trustee Davis and Foreman Joe Sands, **passed 4/0**
* **Visitors:** ~~Don Turcotte, Southwest Construction, Rancon Real Estate, Nancy Hughes, Legal Counsel, Steve Quintanilla~~ and ~~or Joseph Meeks~~, Benjamin Jones, ~~Robert Lee~~
* **Public Comments: 8:04a.m.- 8:05 a.m. No one from the public 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. 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, Ana Luz Salazar, Romulo Ramirez, and Does 1-10, inclusive; Riverside County Superior Court Case No. RIC1507434

Preliminary draft settlement agreement sent to opposing counsel. 7/restated settlement agreement sent to opposing counsel. 01/23/2017

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

1. **Consent Calendar: Motion was made by Trustee Dugan to accept the calendar as presented, seconded by Trustee Qualm and passed 4/0.**

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 May 18, 2017.

1. **Approval of Check Registers: On the question, Trustee Dugan questioned the amount for the Chevy tires and asked about the funds transfers.**

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

C. **Approval of Bookkeeper Report**

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

1. **Action Items**

A**. Fiscal Year 2017-2018 2nd Proposed Budget: Discussed and reviewed.**

*Recommendation:* That the Trustees reviews and discusses first Proposed Budget.

B. **SDRMA BALLOT: Motion was made by Trustee Dugan to nominate one candidate, seconded by Trustee Qualm and passed 4/0**

*Recommendation:* That the Trustees nominates up to 4 candidate’s, then directs the General Manager to complete Resolution number 2017-7 and return ballot to SDRMA.

C. **CSDA BALLOT: Motion was made by Trustee Qualm to nominate one canidate, seconded by Trustee Reese and passed 4/0.**

*Recommendation:* That the Trustees nominate 1 candidate for Seat C then directs the General Manager to return ballot to CSDA.

D. **Robert Dennis CPA, engagement letter: After discussion the Board has motioned to move forward for the 2017-2018 F.Y. with Robert Dennis CPA, Motion was made by Trustee Qualm and seconded by Trustee Reese, passed 4/0.**

*Recommendation:* That the Trustees accept the engagement of Robert Dennis for F.Y. 2016-2017 audit.

1. **Financial Report: Motion was made by Trustee Dugan to receive and file the May 2017 financials, seconded by Trustee Qualm and passed 4/0.**

A. May 2017 Balance Sheet

B. May 2017 Profit and Loss

C. May 2017 Wells Fargo Investments; principle and interest

D. Proposed 2017-2018 budget

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

B. May 2017 Plot Inventories

C. May Depletion

D. May Calendar

E. Davis Headstone

F. Medical Resolution Act, actuarial completed by CSBA

**G**. Trustee Vanderhaak to be re-appointed to the Board, 06/17- COMPLETED

**H**. Trustee Dugan to be re-appointed to the Board, 08/17- PENDING

**I**. General Manager’s conference June 25-27

**J**. Governance academy July 9-13 Craig Davis and Cindi Beaudet

**K**. Labor worker training June 6-2017

**L**. SDRMA Campaigning in process

**M**. Weed abatement/ 100 ft around Camino Del Vino and Dottie Ct.

**N**. Shared services

1. **Foreman Reports**
2. Upright Monuments
3. Headstone alignments
4. Roof repair
5. ADA public restroom

10**. General Counsel Reports**

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

**Trustee Dugan wants to discuss starting work on the 52 acres.**

13. **Board Comment:**

14. **Announcements:**

Joe Sands to be wed, Friday June 16, 2017

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

1. Next Regular Board Meeting –July 20, 2017

15. **Adjournment: With no other business, motion was made by Trustee Dugan to adjourn the meeting of the Board at 9:51 a.m., seconded by Trustee Reese and passed 4/0.**