**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**May 23, 2019**

**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, (Robert Lee by phone)

**Motions To Excuse:**

**Visitors:** Bill Morton, CSDA Finance Corporation

 Nancy Hughes, Rancon Real Estate

 Don Turcotte- Project Manager

**Public Comments: Elizabeth Rubin; Discussed with the Board her desire to have the Trustees rewrite the policy to allow an inscription format change for her brother.**

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. **Tabled until June 2019**

1. **CLOSED SESSION ITEMS:**
2. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**(Pursuant to Government Code Section 54956.8)**

Property: Assessor’s Parcel Number 924-360-002, Temecula, CA 92592

Agency Negotiator: Nancy Hughes

Negotiating Parties: Mission Hills Development and Temecula Public Cemetery District

Under Negotiation: Terms of payment

B.. **Closed Session Announcement: No reportable action.**

1. **Consent Calendar: Motion was made by Trustee Reese to accept the Consent Calendar as presented, seconded by Trustee Davis 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 April 18, 2019.

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the April 2019 Check Register Nos. 101100, 101200 and 101300.

1. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the April 2019 Bookkeeper Reports.

1. **Action Items**
2. **Proposed Budget 06/30/20: Tabled until June 20, 2019**

*Recommendation:* That the trustees review the first draft of the proposed budget.

1. **CSDA- 2019 Election- Seat B: Tabled until June 20,2019**

*Recommendation:* That the trustees read the bio on Director Tiegs and consider for upcoming election.

1. **Memorial Day Celebration: Discussed, 5 Trustees present with 6 guest**

*Recommendation:* Show of hands who will be attending.

Monday, May 27, 2019 @ 10:00am. Located in the bottom parking lot of the cemetery, Guest of honor and keynote speaker will be Supervisor Chuck Washington

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

**1 absent from vote**

A. April 2019 Balance Sheet

B. April 2019 Profit and Loss

C. April 2019 Wells Fargo Investments; principle and interest

8**. General Managers Reports: Motion was made by Trustee Davis to receive managers’ report, seconded by Trustee Reese and passed 5/0.**

1. April 2019 Revenues

B. April 2019 Plot Inventories

C. April Depletion

D. April Calendar

E. Keith Weaver- Government Financial Strategies 04-23-2019

F. Project Manager, Don Turcotte

G. Storm Game or Bowling

9**. General Counsel Reports**

10**. Fiscal Year 2018-2019 Subcommittees**

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)

**-Local Area Meeting: May 16, 2019- Cancelled due to rain**

F. Policies (Dugan, Reese)

G. **Trustee Dugan to review with BOT**

**Approved policy # 1037, Contractor Policy**

H. General Price List (Vanderhaak, Davis)

 11**.** **Future Trustee Agenda Items:**

Interview General Contractors

**12**. **Board Comment:**

**Managers Review**

**13**. **Announcements:**

**Annual Meeting June 20, 2019- Temecula Library- 8:00 am**

**14**. **Adjournment Time:**

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

**Time:10:41a.m. Passed 5/0.**

Next Regular Board Meeting – June 20, 2019 –Temecula Library