**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**April 20, 2017**

**8:00 a.m.**

**AGENDA**

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. **ALL PRESENT, Inducted new Trustees and existing Trustees at this time.**
* **Motions To Excuse: Trustee Davis needs to be out by 10:30 a.m. for a prior commitment.**
* **Visitors:** Don Turcotte, Southwest Construction, Rancon Real Estate, Nancy Hughes, Legal Counsel, Steve Quintanilla Robert Lee and Benjamin Jones via conference call.
* **Public Comments- 8:04 a.m. - 8:06 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**

**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. 7/12/2016

Amended and restated settlement agreement sent to opposing counsel. 01/23/2017

**C. Closed session announcements: NOTHING TO REPORT**

1. **Consent Calendar- Motion made by Trustee Dugan to accept the consent calendar as read, seconded by Trustee Reese. 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 March 23, 2017.

1. **Approval of Check Registers**

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

 C. **Approval of Bookkeeper Report**

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

1. **Action Items**

A**. Incoming Trustees- INDUCTED**

*Recommendation:* That the Board of Trustees along with Trustee Davis and Trustee Reese repeat their oath to office

 B. **700 Forms- TO BE COMPLETED AND RETURNED**

*Recommendation:* That the incoming Trustees fill out their 700 form and return them to the General Manager on or before the May 2017 Board meeting.

1. **Financial Report; Motion was made by Trustee Dugan to receive and file the March financials, seconded by Trustee Qualm, Passed 5/0**

A. March 2017 Balance Sheet

B. March 2017 Profit and Loss

C. March 2017 Wells Fargo Investments; principle and interest

**Trustee Davis excused himself at 10:18 a.m.**

8**. General Managers Reports**

1. March 2017 Revenues

B. March 2017 Plot Inventories

C. March Depletion

D. March Calendar

E. Davis Headstone

F. Medical Resolution Act/ Nyhart Actuarial- **Trustees have requested an additional proposal from another firm.**

G. **Storm Game 05/25/2017@7:00**

H. Legislative Days, May 15-17, 2017

 9**. Foreman Reports**

1. Upright monuments
2. Painting of buildings
3. Flower Rack
4. Employee status on Robert Deckman

 10**. General Counsel Reports**

**NONE**

11**. Fiscal Year 2016-2017 Subcommittee Reports**

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

C. Cenotaph (Dugan, Beaudet)

D. Investment (Qualm, Vanderhaak)

E. Conference Liaison (Qualm, Vanderhaak)

F. Policies (Dugan, Qualm)

G. General Price List (Vanderhaak, Beaudet)

**New Trustees will be placed on a committee at the May Board meeting.**

 12. **Future Trustee Agenda Items**

Solar

13. **Board Comment**

**Welcome announcement to the new Trustees from Trustee Dugan**

14. **Announcements:**

**Memorial Day Service,**

**Monday, May 29th, 2017 10:00 a.m.**

1. Next Regular Board Meeting –May 18, 2017 @ 8:00 a.m.
* **Please Note: Above is the correct time and date for the next Board meeting, amendment to meeting time will be corrected at this May 18th meeting.**

15. **Adjournment: Motion was made by Trustee Dugan to adjourn the regular Board meeting at 10:53 a.m., seconded by Trustee Reese, Passed 4/0**