

MINUTES

February 15, 2024 @ 8:00 a.m.

TEMECULA PUBLIC CEMETERY DISTRICT

41911 C St, Temecula, Ca 92592

951-699-1630

1. CALL TO ORDER: **Trustee Davis @ 8:00AM**

2. FLAG SALUTE : **Trustee Davis**

3. ROLL CALL: **All Present**

Chair Davis, Vice Chair Dugan, Trustee Qualm, Trustee Vanderhaak,
Trustee Kelleher, General Manager, Beaudet, Administration, Santos

4. MOTIONS TO EXCUSE: **None**

5. VISITORS: **Mike Sauer- General Manager, Murrieta Cemetery**

6. PUBLIC COMMENTS:

Currently, 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. Requests must be submitted in writing or 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.

7. CLOSED SESSION ITEMS: Attorney Steve Quintanilla

The motion was made by Trustee Vanderhaak to go into closed session at 8:06 am, seconded by Trustee Dugan and passed with a 5/0 vote.

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION

Pursuant to Government Code of Section 54956.9 (d) (one potential case)

The motion was made by Trustee Dugan to come out of closed session at 8:15 am, seconded by Trustee Kelleher and passed with a 5/0 vote.

NOTHING TO REPORT

8. CONSENT CALENDAR: A motion was made by Trustee Dugan to accept the consent calendar as presented, seconded by Trustee Vanderhaak, and passed with a 5/0 vote.

All matters listed under the Consent Calendar are considered routine and may all be approved by one motion. There will be no discussion of these items unless members of the Board or the public request an item be removed from the Consent Calendar for separate action. A total of five minutes is provided for members of the public to address the Trustees on items that appear on the consent calendar. 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.

A. APPROVAL OF MINUTES

Recommendation: That the Board approve the minutes of the Regular Board Meeting of January 18, 2024

B. APPROVAL OF CHECK REGISTERS

Recommendation: That the Board approves the January 2024 Check Register Nos. 101100, 101200 and 101300.

C. APPROVAL OF BOOKKEEPER REPORT

Recommendation: That the Board receives and files the January 2024 Bookkeeper Report

9. ACTION ITEMS:

A. CSDA- Notice of Director Vacancy- Coastal

Recommendation: The term of the current vacancy will expire on December 31, 2025. Let the General Manager know if wish to fill this vacancy.

B. SDLA-Special District Leadership Academy- There will be no Trustees in attendance.

Recommendation: Let the General Manager know if you are interested in attending this conference. April 14-17, 2024, located in San Diego.

C. CAPC- California Association of Public Cemeteries

Recommendation: 66th Annual Conference located in San Diego Ca, March 14-16, 2024. Let the manager know if she needs to make any adjustments to your reservations.

10. FINANCIAL REPORTS: A motion was made by Trustee Vanderhaak to receive and file the January finances, seconded by Trustee Qualm, and passed with a 5/0 vote.

A. January 2024 Balance Sheet

B. January 2024 Profit and Loss- Budget not entered.

C. January 2024 Stifel Investments; principal, interest, and reinvestments

11. GENERAL MANAGERS REPORTS: A motion was made by Trustee Kelleher to receive the manager's report, seconded by Trustee Dugan, and passed with a 5/0 vote.

- A. January 2024 Revenues
- B. January 2024 Inventory
- C. January 2024 Burial Calendar
- D. 700 Forms to be completed.
- E. 12 of 26 acres rendering of first phase

12. FISCAL YEAR 2023-2024 SUBCOMMITTEES-

- A. 52-acre Cemetery Property (Qualm, Dugan)
- B. Landscape Plan (Vanderhaak, Davis)
- C. Cenotaph/ Ossuary (Dugan, Qualm)
- D. Conference Liaison (Kelleher, Vanderhaak)
- E. Polices (Dugan, Kelleher)
- F. General Price List (Davis-Vanderhaak)
- G. Investments (Qualm-Dugan)

13. ITEMS FOR FUTURE TRUSTEE AGENDAS

Any Trustee may request an item to be placed on a future agenda. Any such request will be discussed only under this section. In making the request, a Trustee may briefly describe the topic of the proposed agenda item. This description shall not exceed 5 minutes. No substantive discussion on the subject or a motion may occur.

Loan Officer

14. ADJOURNMENT: 9:40 am

1st Motion: Trustee Kelleher

2nd Motion: Trustee Dugan

All in Favor: 5/0

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, March 21, 2024, at 8:00 a.m.