**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**October 19, 2017**

**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, Vice Chair Qualm, Trustee Davis, Trustee Reese, Trustee Dugan General Manager, Cindi Beaudet Legal Counsel, Steve Quintanilla

**STAFF:**  Foreman, Joe Sands, Administration, Michelle Hesselgesser

**ALL PRESENT**

* **Motions To Excuse: None**
* **Visitors:**
* **Public Comments: 8:01-8:02 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.1CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Temecula Public Cemetery District v. Albert Salazar; Riverside County Superior Court Case No. RIC1507434

**B.2 CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION**

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case

**C. Public Employee Performance Evaluation**

 **(Pursuant to Government Code Section #54954.6)**

Title: District Manager

**D. Conference with Labor Negotiator**

Pursuant to Government Code Section 54954.5

District’s Designated Representative: Steven B. Quintanilla, General Counsel

Unrepresented Employee: District Manager

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**D. Closed Session Announcements: Nothing to report on items #4 B-1 AND B-2, Reportable action of #4 –D located on Action Item #6-A**

1. **Consent Calendar: Motion was made by Trustee Dugan to accept the consent calendar as read, 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 September 22, 2017.

1. **Approval of Check Registers**

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

 C. **Approval of Bookkeeper Report**

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

1. **Action Items**
2. **District Manager Employment Agreement Salary, Compensation and other Terms: Motion was made by Trustee Dugan to offer manager 7.5% wage increase, remove auto allowance but manager to retain that 1.5%.**

**District will match managers 457 at 8%, seconded by Trustee Qualm and passed 3/0, Trustee Vanderhaak approved. Trustee Reese and Trustee Davis abstained because of new appointments with the District.**

*Recommendation:* That the Trustees motion to approve the managers 2016-2017 managers contract.

**B**. **CalPERS Medical Resolution: Status ongoing, Trustees will discuss more at November Board meeting, Motion made by Trustee Qualm, seconded by Trustee Davis and passed 5/0**

*Recommendation:* That the Trustees review the newly formatted resolution presented by legal counsel and general manager, trustees need to discuss the post-retirement benefits provided to the retirees of the District (OPEB)

1. **Financial Report: Motion was made by Trustee Dugan to receive and file the September Financials, seconded by Trustee Reese and passed 5/0.**

A. September 2017 Balance Sheet

B. September 2017 Profit and Loss

C. September 2017 Wells Fargo Investments; principle and interest

1. **General Managers Reports: Received**
2. September 2017 Revenues

B. September 2017 Plot Inventories

C. September Depletion

D. August Calendar

E. No Paid Workers; Compensation Claims 5 years

F. President’s award SDRMA Property and Liability

G. Honor Life monuments

H. Compensation and Reimbursement

I. Board Secretary Conference, October 22, 2017

J. Robert Dennis CPA began the in-house audit 10/11/217

1. **Foreman Reports**

 **10. General Counsel Reports**

**11. Fiscal Year 2017-2018 Subcommittee’s**

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

C. Cenotaph/ Ossuary (Dugan, Davis Beaudet)

D. Investment (Qualm, Vanderhaak, Beaudet)

E. Conference Liaison (Qualm, Vanderhaak, Beaudet) CSDA reports included

F. Policies (Dugan, Reese, Beaudet)

G. General Price List (Vanderhaak, Davis, Beaudet)

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

Solar

Medical Resolution Act

**Trustee Dugan request “Climate Control” to be placed on upcoming agenda**

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

Mark your calendars for Co. Christmas Dinner, Sunday, December 17, 2017

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

1. Next Regular Board Meeting –November 16, 2017

15. **Adjournment: With no further business to be heard at 10:06 A.M. a motion was made by Trustee Davis to adjourn the regular board meeting, seconded by Trustee Dugan and passed 5/0**