**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

**Temecula, California 92592**

**March 15, 2018**

**8:00 a.m.**

**MINUTES**

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

Chair Vanderhaak, Vice Chair Qualm, Trustee Davis, Trustee Reese, Trustee Dugan General Manager, Cindi Beaudet

**STAFF:**

Foreman, Joe Sands, Administration, Michelle Hesselgesser

**Motions To Excuse: Motion was made by Trustee Reese to excuse Trustee Davis from the meeting, seconded by Trustee Qualm and passed 4/0**

**Visitors:** **None**

**Government code 54954.2 (b) (2)**

**Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.**

1. **Urgency Item**

* **Replacing Well**

**Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).**

**A motion was made by Trustee Dugan to dig a well if necessary but not to sell our water rights, seconded by Trustee Qualm and passed 4/0**

**Public Comments: No one from the public was 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.1 CONFERENCE 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

Discussion regarding purchase of land for a fossil filter

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/23/2017

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

1. **Consent Calendar Motion was made by Trustee Dugan to accept the consent calendar as presented seconded by Trustee Reese 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 February 15, 2018.

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the February 2018 Check Register Nos. 101100, 101200 and 101300.

C. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the February 2018 Bookkeeper Report.

1. **Action Items**

**A. SDRMA Workmans compensation and Property/Liability coverage 2018-2019: A motion was made by Trustee Qualm to wait at increasing our Liability limits, seconded by Trustee Reese and passed 4/0**

*Recommendation:* That the Trustees review the 2018-2019 coverage, notice Workman’s Compensation is down and Property/ Liability is up. Direct manager in increasing liability limits for the District.

**B**. **Draft Policies A motion was made by Trustee Reese to accept the Non-Conforming marker policy with minor grammar corrections as noted, the Religious Customs and Anti-Fraud policy as presented, seconded by Trustee Qualm and passed 4/0.**

*Recommendation:* Review non-conforming upright markers, Religious customs, ~~memorial markers and niche plates~~ (to bring back to the next Board meeting.) and anti-fraud.

**C**. **Special Districts Legislative Days: In attendance Trustee Vanderhaak, Trustee Qualm and General Manager Beaudet**

*Recommendation:* That the Trustees inform the manager of their intent to attend.

**D**. **CSDA Board of Directors call for nominations. No interested parties.**

*Recommendation:* That the Trustees talk among themselves and see if they are interested in running, direct manager in their decision.

1. **Financial Report A motion was made by Trustee Dugan to receive and file the February financials and investment reports, seconded by Trustee Reese and passed 4/0.**

A. February 2018 Balance Sheet

B. February 2018 Profit and Loss

C. February 2018 Wells Fargo Investments; principle and interest

**G.M... to contact Wells Fargo and reinvest principle and interest funds per Sandra Wheelers recommendations.**

1. **General Managers Reports ;Received**
2. February 2018 Revenues

B. February 2018 Plot Inventories

C. February Depletion

D. February Calendar

E. Michelle is operating as the Districts legal Notary

F. Correspondence between, Neugebauer, Beaudet and Burnside

G. Policy # 3037

H. Policy # 4085 Employee Loan, the BOD did not approve so the policy has been removed until at some time it may be reconsidered.

1. **Foreman Reports:Received**

A. SDRMA Safety Meetings

B. Grounds Report

C. Qualified Applicators exam

D. Well and Pump

1. **General Counsel Reports: Received**

Entry Road, 2nd amended settlement was notarized by both parties and recorded with the county.

Curtis Rosenthal has appraised the piece of land for the fossil filter at $4,000.00

General Counsel has shown concerns towards the cost of eminent domain

**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)

* Reports enclosed from CAPC Conference, February 22, 2018 Received

F. Policies (Dugan, Reese, Beaudet) **Pet Policy**

G. General Price List (Vanderhaak, Davis, Beaudet

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

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

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

* SDRMA Safety compliance March 19-21
* Local Area Meeting April 12th
* Governance Academy April 15-18
* Legislation Days, May

**General Manager recommends the Trustees moves the April Board meeting to April 26th to accommodate conference.**

**With no further business to discuss:**

**15**. **Adjournment Time: 9:50a.m.**

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

Next Regular Board Meeting – April 26, 2018