**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR BOARD MEETING**

**41911 C St, Temecula, Ca 92592**

**JULY 21, 2022 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:** @8:00 a.m. by Dale Qualm
2. **INVOCATION:**
3. **ROLL CALL**

Chair- Qualm, Vice Chair- Vanderhaak, Trustee Dugan,

Trustee Davis, Trustee Kelleher, General Manager, Beaudet, Foreman, Sands

**MOTIONS TO EXCUSE:** NONE

**VISITORS:** Sharon Shafer, ~~Edward Phillips,~~ RJM Design

1. **PUBLIC COMMENTS:**

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. 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.

**5.CONSENT CALENDAR: Trustee questioned check #8458 and #8504, once explained a motion was made by Trustee Davis to accept the consent calendar, seconded by Trustee Dugan and passed with a 5/0 vote.**

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 June 23 ,2022

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the June 2022 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

June 2022 Bookkeeper Report

1. **ACTION ITEMS:**
2. **RJM Designs:The Trustees listened to the RJM firm and agreed that they would like to have the 26 acres mass graded and see if it’s possible to re-route the water flow under the road. They are not interested in relocation of the admin bldg. or the garage. They’ve asked that RJM do the renderings and submit to the County of Riverside for their response. The motion was placed on the table by Trustee Dugan, seconded by Trustee Davis and passed with a 5/0 vote.**

*Recommendation:*  That the Trustees be present for a 30-minute presentation by RJM. Items for review on the existing CUP is the water flow. RJM has found ways to re-route

(via underground piping) the natural water flow as to open up location for burials rather than loosing space. Trustees to watch the presentation and accept the proposal if in agreeance.

1. **CALIFORNIA ASSOCIATION OF PUBLIC CEMETERIES**

*Recommendation:* That the Trustees let the manager know who will be attending the conference so she can forward the application and reserve the hotel.

1. **LOCAL AREA MEETING; 09/21/2022: There will be 7 in attendance.**

*Recommendation:* That the Trustees let the manager know how many will be in attendance so she can relay it onto Tim Deutsch.

1. **Nominations of Officers for calendar years 2023-2024**

*Recommendation:* Voting receipt for CSDA Seat B

1. **Sharon Shafer Request for Non-Resident Burial: The resolution has been forwarded to legal counsel to see if legally any changes can be made, A letter from legal counsel will follow to Ms. Shafer with his findings**

*Recommendation:* The Trustees act on Ms. Shafer’s request of burial.

1. **Edward Phillips Request for Non-Resident Burial: A motion has been placed on the table by Trustee Vanderhaak explaining that the family does not qualify for the Temecula District, therefore we are unable to accommodate his request. Seconded by Trustee Kelleher and passed with a 5/0 vote.**

*Recommendation:* The Trustees act on Mr. Phillips request of burial.

1. **FINANCIAL REPORTS: A motion was made by Trustee Davis to receive and file the June financials, seconded by Trustee Vanderhaak and passed with a 5/0 vote.**

A. June 2022 Balance Sheet

B. June 2022 Profit and Loss

C. Fiscal Year 2022-2023 DRAFT BUDGET#3

D. June 2022 Stifel Investments; principal and interest

Trustee Dugan left the meeting at 10:18 am.

**8. GENERAL MANAGERS REPORTS:**

1. June 2022 Revenues
2. June 2022 Inventory
3. June 2022 Depletion
4. October 22,2022 Company Dinner
5. Audit begins 07/19/2022
6. **GENERAL COUNSEL REPORT**

**10. FISCAL YEAR 2022-2023 SUBCOMMITTEES with GM**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**

* **Construction began 02/24/2022**
* **Concrete drain (100-year flood) installed 06/20/2022**
* **Asphalt anticipated**

1. Landscape Plan (**Dugan-Qualm**)
2. Cenotaph/ Ossuary (**Vanderhaak-Kelleher**)
3. Conférence Liaison (**Davis-Dugan**)

* **CSDA- 08/22/2022**
* **CAPC- 10/07/2022**

1. Polices (**Qualm-Davis**)
2. General Price List (**Kelleher-Vanderhaak**)
3. Investments (**Davis-Dugan**)

**11.** **FUTURE TRUSTEE AGENDA ITEMS:**

Stewart Title- Pending

**12.CLOSED SESSION ITEMS: Gustavo Lamanna- Attorney at Law**

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION**

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

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Significant Exposure to Litigation

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

1. **Closed Session Announcement:**

**13**. **BOARD COMMENT:**

**14**. **ANNOUNCEMENTS:**

Next Regular Board Meeting –August 18, 2022

**15**. **ADJOURNMENT: Motion was made by Trustee Vanderhaak to adjourn the meeting at 10:20 am, seconded by Trustee Davis and passed with a 4/0 vote.**