**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

**Temecula, California 92592**

**April 18, 2019**

**8:00 a.m.**

**MINUTES**

1. **Call To Order : 8:00 A.M.**
2. **Pledge of Allegiance:** Led by Trustee Davis
3. **Roll Call**

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

(Legal Counsel, Steve Quintanilla, ~~Robert Lee by phone)~~ Foreman, Joe Sands

**Motions To Excuse:** None

**Visitors:** Nancy Hughes, Rancon Real Estate

**Public Comments: 8:01-8:02**

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:**
2. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**(Pursuant to Government Code Section 54956.8)**

Property: Assessor’s Parcel Number 924-360-002, Temecula, CA 92592

Agency Negotiator: Nancy Hughes

Negotiating Parties: Mission Hills Development and Temecula Public Cemetery District

Under Negotiation: Terms of payment

1. Existing Litigation (Paragraph (1) of Subdivision (d) of Section 54956.9) Case name unspecified: (Disclosure of Case Name May Jeopardize Existing Settlement Negotiations)

C. **Closed Session Announcement: No reportable action**

1. **Consent Calendar: Motion by Trustee Reese to accept the consent calendar as presented, seconded by Trustee Dugan 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 March 21, 2019.

1. **Approval of Check Registers**

*Recommendation:* That the Board approves the March 2019 Check Register Nos. 101100, 101200 and 101300.

1. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the March 2019 Bookkeeper Reports.

1. **Action Items**
2. **CAPC Membership: Motion by Trustee Dugan to keep the membership in good standing, seconded by Trustee Reese and passed 5/0.**

*Recommendation:* That the Trustees discuss the benefits of attending the CAPC conferences. Do the Trustees wish to keep the membership in support of CAPC?

Membership dues: $284.00 due January 2020.

1. **CSDA- Legislation Days: Motion was made by Trustee Davis to receive and file, seconded by Trustee Qualm and passed 5/0.**

*Recommendation:* May 20-22, 2019, Reservations have been made, hotel is booked, flights paid. Trustees in attendance; Trustee Vanderhaak, Trustee Qualm, Trustee Dugan, General Manager, Cindi Beaudet.

1. **Insurance Providers Property/Liability: Reviewed GSRMA proposal, no action.**

*Recommendation:* For the Trustees to review.

1. **Assembly Bill 1486, Letter of opposition: Motion was made by Trustee Reese to receive and file, seconded by Trustee Qualm and passed 5/0.**

*Recommendation:* For the Trustees to review and file.

1. **Policy 1030- Adoption/ Amendment of Policies: Motion was made by Trustee Reese to receive the corrections to policy # 1030, seconded by Trustee Davis and passed 5/0.**

*Recommendation:* Corrections made, BOT to approve.

7**. Financial Report: Motion was made by Trustee Dugan to receive and file the March Financials, seconded by Trustee Davis and passed 5/0.**

A. March 2019 Balance Sheet

B. March 2019 Profit and Loss

C. March 2019 Wells Fargo Investments; principle and interest

8**. General Managers Reports: Motion was made by Trustee Reese to receive and file the General Managers report, seconded by Trustee Qualm and passed 5/0.**

1. March 2019 Revenues

B. March 2019 Plot Inventories

C. March Depletion

D. March Calendar

E. Collection of 700 forms- Trustee Davis, Trustee Reese

F. Reaching out to dry utility companies

G. Keith Weaver- Government Financial Strategies 04-23-2019

H. CSDA Construction loan

9**. General Counsel Reports: None**

10**. Fiscal Year 2018-2019 Subcommittees**

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

C. Cenotaph/ Ossuary (Reese, Davis)

D. Investment (Vanderhaak, Dugan)

E. Conference Liaison (Vanderhaak, Qualm)-

1. **SDLF- San Diego- April 08-09, 2019**

F. Policies (Dugan, Reese)

G. **Trustee Dugan to review with BOT**

**Approved policy # 1035, Policies and Standard Practices**

H. General Price List (Vanderhaak, Davis)

11**.** **Future Trustee Agenda Items:**

Interview General Contractors

Project Managers- Get a contract for them to sign

Lenders

**12**. **Board Comment:**

**13**. **Announcements:**

**Annual Meeting June 20, 2019- Temecula Library- 8:00 am**

**Local Area Meeting- May 16, 2019- Pomerado Cemetery District**

**14**. **Adjournment Time:**

**~~1~~~~st~~ ~~Motion 2~~~~nd~~ ~~Motion to change May meeting date~~**

**1st Motion: Trustee Reese 2nd Motion to adjourn Trustee Davis**

**Adjourned @ 9:51 a.m.**

Next Regular Board Meeting – May 23, 2019