**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**April 26, 2018**

**8:00 a.m.**

**MINUTES**

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

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

**STAFF:**

Foreman, Joe Sands, Administration, Michelle Hesselgesser-**Present**

**Motions To Excuse: None**

**Visitors:** **Nancy Hughes, Steven Quintanilla, Lisa Weaver**

**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. 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.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: No Action**

1. **Consent Calendar: Motion was made by Trustee Qualm to accept the consent calendar as presented, 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 March 15, 2018.

1. **Approval of Check Registers**

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

 C. **Approval of Bookkeeper Report**

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

1. **Action Items**

**A. Collumbarium Niche expansion: Trustee Qualm motioned to approve the work to be completed by Agape and Honor Life, seconded by Trustee Dugan and passed 5/0.**

*Recommendation:* That the Trustees review and approve the niche expansion with work to begin in May 2018.

**B**. **Draft Policies: Motion was made by Trustee Davis to receive the Memorial Marker and Compensatory policy as is, and to remove the ordinance from the pet policy, seconded by Trustee Reese and passed 5/0.**

*Recommendation:* Memorial Markers and Niche Plates, Compensatory Time Off, Pets on Cemetery.

**C**. **Special Districts Legislative Days: Noted that Trustee Vanderhaak, Trustee Qualm and G.M. Beaudet will be in attendance.**

*Recommendation:* Trustee Vanderhaak, Trustee Qualm and General Manager Cindi Beaudet to attend.

**D**. **CSDA Candidate Information. No Action**

*Recommendation:* That the Trustees review Jo Mackenzie’s info but wait to see if any other candidates apply before the May 31st deadline

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

A. March 2018 Balance Sheet

B. March 2018 Profit and Loss

C. March 2018 Wells Fargo Investments; principle and interest

**Trustee Qualm left the meeting at 9:45 a.m.**

1. **General Managers Reports: No Action**
2. March 2018 Revenues

B. March 2018 Plot Inventories

C. March Depletion

D. March Calendar

E. Public Facilities Investment Corp

1. **Foreman Reports: No Action**

A. Grounds Report

B. Communication with Cary Schroeder

C. Hot Water Heater Inspection

D.

1. **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)

F. Policies (Dugan, Reese, Beaudet)

G. General Price List (Vanderhaak, Davis, Beaudet

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

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

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

* Local Area Meeting April 12th
* Governance Academy April 15-18
* Legislation Days, May 22-23
* **Memorial Day , May 28,2018**

**General Manager recommends the Trustees move the May Board meeting to May 24th to accommodate both the Regular Board meeting and the Annual Board Meeting.**

**15**. **Adjournment Time:10:10a.m.**

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

Next Regular Board Meeting – May 24, 2018 @ 9:00 a.m. located at the Temecula Library