

AGENDA- Estimated Time: 3 Hrs.
November 21, 2024 @ 8:00 a.m.

MINUTES

TEMECULA PUBLIC CEMETERY DISTRICT

41911 C St, Temecula, Ca 92592
951-699-1630

1. CALL TO ORDER- **Trustee Davis @ 8:00AM**

2. FLAG SALUTE -**Trustee Davis**

3. ROLL CALL- **All Present**

Chair Davis, Vice Chair Dugan, Trustee Vanderhaak,
Trustee Kelleher, Trustee Qualm, General Manager, Beaudet, Administration,
Santos

4. MOTIONS TO EXCUSE- **None**

5. VISITORS- Paul Kaymark, Nigro & Nigro- Ronald Johnson, Trustee
Applicant, John Meyer, Trustee Applicant, Shelby Burson, Agape
Construction

6. PUBLIC COMMENTS-

Currently, 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. Requests must be submitted in writing or 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.

7. CLOSED SESSION ITEMS- No Closed Session

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION

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

8. CONSENT CALENDAR- A motion was made by Trustee Vanderhaak to accept the consent calendar as presented. The motion was seconded by Trustee Kelleher and passed with a 5-0 vote.

All matters listed under the Consent Calendar are considered routine and may all be approved by one motion. There will be no discussion of these matters unless members of the Board or the public request an item removed from the Consent Calendar for separate action. A total of five minutes is provided for members of the public to address the Trustees on items that appear in the consent calendar. 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.

A. APPROVAL OF MINUTES-

Recommendation: That the Board approve the minutes of the Regular Board Meeting dated October 17, 2024.

B. APPROVAL OF CHECK REGISTERS

Recommendation: That the Board approves the October 2024 Check Registers, Nos. 101100, 101200 and 101300.

C. APPROVAL OF BOOKKEEPER REPORT-

Recommendation: That the Board receives and files the October 2024 Bookkeeper Report.

9. ACTION ITEMS-

A. AGAPE CONSTRUCTION

Recommendation: The Trustees to discuss with the contractor the grading plans that are at the County for review.

B. NIGRO & NIGRO

Recommendation: Trustees to adopt the 2024-2025 budget

C. 2024-2025 GENERAL MANAGER EMPLOYMENT AGREEMENT-

REVISIONS- A motion was made by Trustee Dugan to accept the General Managers contract as presented. The motion was seconded by Trustee Vanderhaak and passed with a 5/0 vote.

Recommendation: The Chair announces in a open meeting the changes in the 2024-2025 managers' contract.

D. CALIFORNIA ASSOCIATION OF PUBLIC CEMETERIES CONFERENCE- **All will attend**

Recommendation: Located at Seaside, March 13, 2025. Let the manager know if you plan to attend.

10. FINANCIAL REPORTS- A motion was made by Trustee Vanderhaak to receive and file the October financials. The motion was seconded by Trustee Kelleher and passed with a 5/0 vote.

- A. October 2024 Balance Sheet
- B. October 2024 Profit and Loss
- C. October 2024 California Class
- D. October Stifel Reports

11. GENERAL MANAGERS REPORTS-A motion was made by Trustee Dugan to receive the manager's report, seconded by Trustee Qualm and passed with a 5/0 vote.

- A. October 2024 Revenues
- B. October 2024 Inventory
- C. October Burial Calendar
- D. October CA. Class Deposits
- E. Daughters of the American Revolution Appreciation Letter
- F. Ronald Johnson- Trustee Applicant
- G. John Meyer- Trustee Applicant
- H. Craig Davis- Re-Appointment

12. FISCAL YEAR 2024-2025 SUBCOMMITTEES-

- A. 52-acre Cemetery Property (Qualm, Dugan)
- B. Landscape Plan (Vanderhaak, Kelleher)
- C. Cenotaph/ Ossuary (Dugan, Davis)
- D. Conference Liaison (Davis, Vanderhaak)
- E. Polices (Dugan, Vanderhaak)
- F. General Price List (Dugan, Kelleher)
- G. Investments (Qualm-Davis)

13. ITEMS FOR FUTURE TRUSTEE AGENDAS-

Any Trustee may request an item placed on a future agenda. Any such request shall be discussed only under this section. In making the request, a Trustee may briefly describe the topic of the proposed agenda item. This description shall not exceed 5 minutes. No substantive discussion on the subject or a motion may occur.

14. BOARD COMMENTS-

- Christmas Dinner-January 11, 2025

Trustee Dugan left the Board meeting at 9:28 am

15. ADJOURNMENT- AND MOTION TO GO DARK IN DECEMBER

A motion was made to go dark in December and to adjourn the regular Board meeting at 10:18a.m

1st Motion: Trustee Vanderhaak

2nd Motion: Trustee Qualm

All in Favor: 4/0

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, January 16, 2025, at 8:00 a.m.