In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Secretary at (951) 699-1630. Notification 72 hours prior to the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

**MINUTES**

**May 16, 2024 @ 8:00 a.m.**

**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-**

Chair Davis, Vice Chair Dugan, Trustee Vanderhaak,

~~Trustee Kelleher,~~ General Manager, Beaudet, Administration, Santo

1. **MOTIONS TO EXCUSE-** Trustee Qualm, Trustee Kelleher

**A motion was made by Trustee Vanderhaak to excuse the two Trustees, seconded by Trustee Dugan and passed with a 3/0 vote.**

1. **VISITORS-**

**Attorney- Steve Quintanilla**

**Agape Construction- Shelby Burnson**

**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-**

1. **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 Dugan to accept the consent calendar as presented, seconded by Trustee Vanderhaak and passed with a 3/0 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 items unless members of the Board or the public request an item be 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 on 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.

1. **APPROVAL OF MINUTES-**

R*ecommendation:* That the Board approve the minutes of the Regular Board Meeting dated April 18, 2024.

1. **APPROVAL OF CHECK REGISTERS AND CREDIT CARD RECEIPTS**

*Recommendation:* That the Board approves the April 2024 Check Registers, Nos. 101100, 101200 and 101300, and credit card receipts dated March 22, 2024.

1. **APPROVAL OF BOOKKEEPER REPORT-**

*Recommendation:* That the Board receives and files the

April 2024 Bookkeeper Report.

**9. ACTION ITEMS-**

1. **LAFCO RUN OFF ELECTION A motion was made by Trustee Vanderhaak to nominate Bruce Underwood, seconded by Trustee Dugan and passed with a 3/0 vote.**

*Recommendation:* That the Trustees choose one candidate for the runoff.

Coachella Valley Water District- Castulo Estrada

Coachella Valley Public Cemetery District- Bruce Underwood

1. **CALIFORNIA CLASS A motion was made by Trustee Davis to wait a little longer before we forward any available to cash that we may need soon for development, seconded by Trustee Vanderhaak and passed with a 3/0 vote.**

*Recommendation:* That the Trustees direct the manager to withdraw $1,000,000. from our general fund held at the Riverside Country Controllers Office to invest with California Class.

**10. FINANCIAL REPORTS- A motion was made by Trustee Vanderhaak to receive and file the April financials, seconded by Trustee Davis and passed with a 3/0 vote.**

A. April 2024 Balance Sheet

B. April 2024 Profit and Loss

C. April 2024 Stifel Investments; Summary Statements

D. April 2024 California Class Summary Statement

**11. GENERAL MANAGERS REPORTS-**

1. March 2024 Revenues
2. March 2024 Inventory
3. March 2024 Burial Calendar
4. Appraisal information
5. Disc 52 acres scheduled for end of May.

**12. FISCAL YEAR 2023-2024 SUBCOMMITTEES-**

1. 52-acre Cemetery Property (**Qualm, Dugan)** Hunsaker and Baker
2. Landscape Plan (**Vanderhaak, Davis**)
3. Cenotaph/ Ossuary (**Dugan, Qualm**)
4. Conference Liaison (**Kelleher, Vanderhaak**)
5. Polices (**Dugan, Kelleher**)
6. General Price List (**Davis-Vanderhaak**) Meet prior to meeting in June to discuss increases to General Price List
7. Investments (**Qualm-Dugan**)

**13**. **ITEMS FOR FUTURE TRUSTEE AGENDAS-**

Any Trustee may request an item to be placed on a future agenda. Any such request will 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.

**Trustee Davis suggested our legal counsel write a letter to Supervisor Chuck Washington expressing our dismay in the county planning and transportation department, and to express how much property tax money has been spent to date with no clear resolution as to when the cemetery will be available for burials.**

**14. BOARD COMMENTS-**

Memorial Day Celebration- Monday, May 27th

Starts promptly at 10:00 am.

Trustee Qualm will not be present.

**15**. **ADJOURNMENT- 9:07 am**

**1st Motion: Trustee Vanderhaak**

**2nd Motion: Trustee Davis**

**All in Favor: 3/0**

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, June 20, 2024, at 8:00 a.m.