**AGENDA- Estimated Time: 2 Hrs.**

**August 15, 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-**

Chair Davis, Vice Chair Dugan, Trustee Vanderhaak,

Trustee Kelleher, Trustee Qualm, General Manager, Beaudet, Administration, Santos

1. **MOTIONS TO EXCUSE-** NONE
2. **VISITORS-** NONE

**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- Nothing**

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, motion was seconded by Trustee Vanderhaak 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 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 July 18, 2024.

1. **APPROVAL OF CHECK REGISTERS**

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

1. **APPROVAL OF BOOKKEEPER REPORT-**

*Recommendation:* That the Board receives and files the

July 2024 Bookkeeper Report

Trustee Dugan stepped out-

**9. ACTION ITEMS-**

1. **Appraisal of land parcel APN# 924-360-003 The Trustees reviewed the land appraisal.**

*Recommendation:* That the Trustees review the appraisal requested and file for their personal use.

1. **Stifel Re-Investments-A motion was made by Trustee Vanderhaak to keep using our re-investments with Stifel to invest with Class, motion seconded by Trustee Kelleher and passed with a 4/0 vote**

*Recommendation:* The Trustees have directed the General Manager to move all future re-investments with Stifel into California Class. The first drop of $145,000.00 P and $56,496.65 I, was deposited with Ca. Class on August 08, 2024. Next transfer and deposit will be the end of August.

**Trustee Dugan returned-**

1. **Second Response letter from Rancho Highlands- A motion was made by Trustee Dugan to have the manager respond via email to the HOA property management. Trustees will install vinyl fencing on their property line, and signs have been placed, stating not to discard trash over the wall, seconded by Trustee Qualm and passed with a 5/0 vote.**

*Recommendation:* That the Trustees review the second letter, open for discussion. Also, an email from their property management regarding trash that was placed over the wall.

1. **Settlement letter from SDRMA- Trustees reviewed the document from SDRMA, a motion was made by Trustee Kelleher to receive and file, motion seconded by Trustee Qualm and passed with a 5/0 vote.**

*Recommendation:* For the Trustees to review, open for discussion.

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

A. July 2024 Balance Sheet

B. July 2024 Profit and Loss

C. July 2024 Stifel Investments; Summary Statements

D. July 2024 California Class Summary Statement

**11. GENERAL MANAGERS REPORTS- Received**

1. July 2024 Revenues
2. July 2024 Inventory
3. Four Parcels East of ours listed on MLS-UPDATE SOLD FOR 1, 999.000.00
4. CSDA- Elections
5. ADT-received after the budget was approved, an increase of $22.00 per month

**12. FISCAL YEAR 2023-2024 SUBCOMMITTEES- A motion was made to receive the managers report, seconded by Trustee Kelleher and passed with a5/0 vote.**

1. 52-acre Cemetery Property (**Qualm, Dugan) Have contractor attend next meeting**
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**)
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.

* **GENERAL MANAGER REVIEW**
* **2024-2025 GENERAL PRICE LIST**
* **TURKEY VULCHERS**

**14. BOARD COMMENTS-**

* Lake Elsinore Storm Outing - 08/16/2024- Doors open at 5:30 pm
* CSDA Annual Conference- 09/09/2024-09/12/2024 Indian Wells
* Annual Dinner 01/11/2025
* Bookkeeper out for the month of September

**15**. **ADJOURNMENT- 9:46 A.M.**

**1st Motion: Trustee Vanderhaak**

**2nd Motion: Trustee Dugan**

**All in Favor: 5/0**

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, September 19, 2024, at 8:00 a.m.