

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)

July 17, 2025 @ 8:00 a.m.

MINUTES

TEMECULA PUBLIC CEMETERY DISTRICT

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

1. CALL TO ORDER- Chair Kelleher - 8:00AM

2. FLAG SALUTE - Chair Kelleher

3. ROLL CALL-ALL PRESENT

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

4. MOTIONS TO EXCUSE- None

5. VISITORS- 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. CONSENT CALENDAR- A motion was made by Trustee Davis to accept the consent calendar as presented; the motion was seconded by Trustee Dugan. Trustee Qualm stepped away from the meeting to take a phone call. Therefore, the motion passed with a 4/0 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: the Board approves the minutes of the Regular Board Meeting dated June 19, 2025.

B. **APPROVAL OF CHECK REGISTERS**

Recommendation: That the Board approves the June 2025 Check Registers, Nos. 101100, 101200 and 101300.

C. **APPROVAL OF BOOKKEEPER REPORT-**

Recommendation: That the Board receives and files the May 2025 Bookkeeper Report

8. ACTION ITEMS-

- A. SECOND DRAFT FISCAL YEAR 25-26 BUDGET-A motion was made by Trustee Vanderhaak to accept the 25-26-budget as presented, seconded by Trustee Davis and passed with a 5/0 vote.

Recommendation: That the Board receives and approves the second draft budget

- B. GENERAL PRICE LIST 2.5% COLA INCREASE 25-26 FISCAL YEAR-A motion was made by Trustee Qualm to accept the 2.5% COLA increase on the general price list commencing August 01, 2025. The motion was seconded by Trustee Dugan and passed with a 5/0 vote.

Recommendation: That the Board receives and approves the general price list to take effect August 01, 2025

9. FINANCIAL REPORTS- A motion was made by Trustee Vanderhaak to receive and file the June finances, seconded by Trustee Kelleher and passed with a 5/0 vote.

- A. June 2025 Balance Sheet
- B. June 2025 Profit and Loss
- C. June 2025 California Class
- D. June Stifel Reports

10. GENERAL MANAGERS REPORTS-

- A. May 2025 Revenues
- B. May 2025 Inventory

11. FISCAL YEAR 2025-2026 SUBCOMMITTEES-

- A. 52-acre Cemetery Property (Qualm, Dugan) -Field trip 07/28 at 11:00am
- 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)

12. 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.

13. BOARD COMMENTS-

Have Bill Morton attend the August Board meeting to help the District secure a loan.

14. ADJOURNMENT - 9:07am

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, August 21, 2025, at 8:00 a.m.