**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**June 21, 2018**

**8:00 a.m.**

**MINUTES**

1. **Call To Order :** 8:00 A.M.
2. **Pledge of Allegiance:** Led by Trustee Reese
3. **Roll Call**

Chair Vanderhaak, Vice Chair Qualm, Trustee Davis, Trustee Reese, Trustee Dugan General Manager, Cindi Beaudet, Legal Counsel, Steve Quintanilla **ALL PRESENT**

**STAFF:**

Foreman, Joe Sands, Administration, Michelle Hesselgesser **PRESENT**

**Motions To Excuse: None**

**Visitors:** ~~Rick Neugebauer~~

**Public Comments: No one from the public was present, closed at 8:05 a.m.**

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 8:05-8:23 a.m.**

**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

23/2017

 **B. Closed Session Announcements: Nothing to Report**

1. **Consent Calendar- Motion was made by Trustee Davis to receive 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/ Annual Board Meeting of May 24, 2018.

1. **Approval of Check Registers**

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

 C. **Approval of Bookkeeper Report**

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

1. **Public Hearing- Opened at 8:22, no one from the public was present, public hearing was opened to the BOT, motion was made by Trustee Qualm to accept the compensation increase, seconded by Trustee Davis and passed 5/0. Trustee Reese, Trustee Vanderhaak, Trustee Dugan.**

**A**. AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TEMECULA PUBLIC CEMETERY DISTRICT INCREASING THE TRUSTEES’ COMPENSATION FOR ATTENDING BOARD MEETINGS FROM ONE HUNDRED DOLLARS ($100.00) TO ONE HUNDRED FIFTY DOLLARS ($150.00) PER BOARD MEETING

**A motion was made by Trustee Reese to approve the Resolution of Necessity number 2018-9, seconded by Trustee Qualm and passed 5/0.**

 **Public Hearing closed at 8:32 a.m.**

**B.** Resolution Of Necessity - A Resolution of the Board Of Trustees of the Temecula Public Cemetery District Finding, Determining, and Declaring that the Public Interest, Convenience, and Necessity Require the Acquisition of Portions of Certain Drainage and Grading Easements only, which Easements Traverse Assessor Parcel Nos. 924-370-007 And 924-370-009, for Public Use Pursuant to Health and Safety Code Section 9041; Declaring the Intention of the Temecula Public Cemetery District to Acquire the Property by Eminent Domain; and Directing Counsel to Commence an Action in the Riverside County Superior Court for Such Purpose

1. **Action Items**

**A. RTN Development- Rick Neugebauer, President/CEO**

*Recommendation:* That the Trustees review the attached letter

**Trustees have directed manager to send a thank you letter to Mr. Neugebauer for his interest in the cemeteries development.**

**B**. **Dennis Cooper Associates-CPA**

*Recommendation:* That the BOT approves the proposal for the next 3 fiscal years.

**Motion was made by Trustee Dugan to accept the 3 year contract of Dennis Cooper and Associates, seconded by Trustee Reese and passed 5/0.** **Trustee Vanderhaak, Trustee Qualm, Trustee Davis.**

**C**. **CSDA Annual Conference, September 24-27,2018**

*Recommendation:* That the Trustees by show of hands informs the Manager of their intent to attend.

 **Trustee Reese, Trustee Dugan, Trustee Qualm will attend.**

**8 Financial Report- Motion was made by Trustee Dugan to receive and file the May financials, seconded by Trustee Davis and passed 5/0. Trustee Vanderhaak, Trustee, Qualm, Trustee Reese**

A. May 2018 Balance Sheet

B. May 2018 Profit and Loss

C. Draft Budget 2018-2019

**Motion was made by Trustee Davis to approve the Draft Budget for fiscal year 2018-2019, seconded by Trustee Reese and passed 5/0. Trustee Vanderhaak, Trustee, Qualm, Trustee Dugan.**

D. May 2018 Wells Fargo Investments; principle and interest

**9 General Managers Reports**

1. May 2018 Revenues

B. May 2018 Plot Inventories

C. May Depletion

D. May Calendar

**10. Foreman Reports**

**11. General Counsel Reports**

**Legal Fees**

**12. Fiscal Year 2018-2019 Subcommittee’s**

1. 52 acre Cemetery Property (Dugan, Qualm**)**
2. Landscape Plan (Vanderhaak, Reese)

C. Cenotaph/ Ossuary (Reese, Davis)

D. Investment (Vanderhaak, Dugan)

E. Conference Liaison (Vanderhaak, Qualm)

F. Policies (Dugan, Reese)

G. General Price List (Vanderhaak, Davis)

 **13.** **Future Trustee Agenda Items:**

 **Policy review each board meeting**

**14**. **Board Comment:- Email from Nancy Hughes Re: Salazar’s property, Trustees have received and filed the document.**

**15**. **Announcements:**

* CSDA Annual Meeting- September 24-27, 2018
* Christmas Dinner December 21, 2018@ Lukes- All available

**16**. **Adjournment Time: 9:43 a.m.**

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

**Passed 5/0.**