

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)

**AGENDA- Estimated Time: 2 1/2 Hrs.
April 20, 2023 @ 8:00 a.m.**

REGULAR BOARD MEETING

TEMECULA PUBLIC CEMETERY DISTRICT

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

1. **CALL TO ORDER:** Trustee Davis

2. **FLAG SALUTE :** Trustee Davis

3. **ROLL CALL:**

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

4. **MOTIONS TO EXCUSE:** None

5. **VISITORS:** None

6 PUBLIC COMMENTS:

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 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:

All matters listed under 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 may 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.

A. APPROVAL OF MINUTES

Recommendation: That the Board approve the minutes of the Regular Board Meeting of March 16, 2023

B. APPROVAL OF CHECK REGISTERS

Recommendation: That the Board approves the March 2023 Check Register Nos. 101100, 101200 and 101300.

C. APPROVAL OF BOOKKEEPER REPORT

Recommendation: That the Board receives and files the March 2023 Bookkeeper Report

8. ACTION ITEMS:

A. RESOLUTION 2022-2023-1

Recommendation: The Board approves the transfer of endowment funds from the county auditor controller's office to our investment firm Stifel.

Endowment Principle-\$173,618.46

Endowment Interest- \$877.12

B. RESOLUTION 2023-2

The Board approves the transfer of money from our General Fund 51425 held at the auditor controller office to our dedicated ACO fund 51440.

Transfer- 1,000,000.00

C. RESPONSE LETTER TO MRS. CAROLE PHILLIP

9. FINANCIAL REPORTS:

- A. March 2023 Balance Sheet
- B. March 2023 Profit and Loss
- C. March 2023 Stifel Investments; principal and interest

10. GENERAL MANAGERS REPORTS:

- A. February 2023 Revenues
- B. February 2023 Inventory
- C. February Burial Calendar
- D. Redlines from the county -CUP03606S01
- E. Trustees to sign certificate of completion- Harassment Prevention
- F. Reports from Trustee Kelleher and Trustee Qualm from Seaside Conference

11. FISCAL YEAR 2023-2024 SUBCOMMITTEES-

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

12. 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.

13. GENERAL COUNSEL REPORTS: Nothing to Report

14. CLOSED SESSION ITEMS:

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION

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

B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant Exposure to Litigation

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

C. CLOSED SESSION ANNOUNCEMENT:

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, May 18, 2023, at 8:00 a.m.

15. ADJOURNMENT:

1st Motion:

2nd Motion:

All in Favor:

POSTED April 17, 2023

All supporting documentation is available for public review after the agenda has been posted and no less than 72 hours prior to the meeting date. The material will be made available at the Temecula Public Cemetery District Office during business hours, or on the website:
www.temeculacemetery.org

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)

March 16 @ 8:00 a.m.

MINUTES

TEMECULA PUBLIC CEMETERY DISTRICT

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

1. **CALL TO ORDER:** Trustee Davis- 8:00 A.M

2. **FLAG SALUTE :** Trustee Davis

3. **ROLL CALL:**

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

4. **MOTIONS TO EXCUSE:** NONE

5. **VISITORS:** Steve Corona- EMWD and Carol Lee Brady-RCWD

6 PUBLIC COMMENTS:

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 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: Motion was made by Trustee Vanderhaak and seconded by Trustee Kelleher to accept the consent calendar as presented, passed with a 5/0 vote.

All matters listed under 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 may 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.

A. APPROVAL OF MINUTES

Recommendation: That the Board approve the minutes of the Regular Board Meeting of February 16, 2023

B. APPROVAL OF CHECK REGISTERS

Recommendation: That the Board approves the February 2023 Check Register Nos. 101100, 101200 and 101300.

C. APPROVAL OF BOOKKEEPER REPORT

Recommendation: That the Board receives and files the February 2023 Bookkeeper Report -Update; waiting on a receipt from the county before the bookkeeper submits the report.

8. ACTION ITEMS:

- A. **LOCAL AGENCY FORMATION COMMISSION-** After some discussion a motion was made by Trustee Vanderhaak to nominate Steve Corona, the motion was seconded by Trustee Kelleher and passed with a 5/0 vote.

Recommendation: There are five candidates that have submitted their request to sit on the LAFCO Board for the Trustees review. Please let the General Manager know how you would like to proceed.

- B. **LETTER FROM MRS. CAROLE PHILLIP-** Chair Davis will respond to her letter.

Recommendation: That the Chair respond to Mrs. Phillips regarding her concern with the District columbarium.

- C. **LOCAL AREA MEETING, BLYTH, CALIFORNIA-** No one will attend.

Recommendation: That the Trustees let the manager know who will be in attendance so she may respond accordingly.

343 West 10th Avenue.

Blyth, Ca. 92225

April 27, 2023

- D. **MOVE FUNDS FROM FISCAL YEAR END 2022-** A motion was made by Trustee Dugan to move the principle \$173,618.46 from the county to ACO and move the interest \$877.12 from the county into stifel. The motion was seconded by Trustee Vanderhaak and passed with a 5/0 vote.

Recommendation: At the end of each Fiscal year and year end audit the Trustees transfer funds out the county both the principle and endowment. Last year the principle went into the District ACO fund, and the interest went into Stifel. Let the General manager know how you would like to proceed.

- E. **CAL PERS CREDIT CARD**-Trustee Vanderhaak made a motion to approve the increase to the one time spend limit the motion was seconded by Trustee Dugan and passed with a 5/0 vote.

Recommendation: The cc has a one time spend limit of \$5,000.00, I've been having to split invoices to be able to make the payment, example: conferences. I'm requesting the Board increase the one time spend limit to \$10,000.00

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

- A. February 2023 Balance Sheet
- B. February 2023 Profit and Loss
- C. February 2023 Stifel Investments; principal and interest

10. GENERAL MANAGERS REPORTS:

- A. February 2023 Revenues
- B. February 2023 Inventory
- C. February Burial Calendar
- D. Temecula Chamber Gala 03-24-2023

11. FISCAL YEAR 2023-2024 SUBCOMMITTEES-

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

12. 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.

13. GENERAL COUNSEL REPORTS: Nothing to Report

14. CLOSED SESSION ITEMS: Did not go into closed session

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION

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

B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant Exposure to Litigation

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

C. CLOSED SESSION ANNOUNCEMENT:

The Next Regular Meeting of the Temecula Public Cemetery Board of Trustees will be held on Thursday, April 20, 2023, at 8:00 a.m.

15. ADJOURNMENT: 9:41 am.

1st Motion: Trustee Dugan

2nd Motion: Trustee Kelleher

All in Favor: 5/0

Temecula Public Cemetery District

4/7/2023 11:15 AM

Register: 101100 · US Bank Checking

From 03/01/2023 through 03/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/01/2023	8746	US Bank	201100 · Accounts Pay...	February	8,727.52	X		37,166.44
03/02/2023	8747	Kyle Means	201100 · Accounts Pay...	BOOTS	179.43	X		36,987.01
03/02/2023	8748	Prudential Overall Su...	201100 · Accounts Pay...	February	320.39	X		36,666.62
03/08/2023	0000	Compass HR	201100 · Accounts Pay...	HR	225.00	X		36,441.62
03/08/2023	JE 21046		515100 · Life Insuranc...	Automatic with...	35.64	X		36,405.98
03/09/2023			101200 · US Bank Pay...	Funds Transfer	411.30	X		35,994.68
03/10/2023		Downs Energy	527100 · Fuel	March	61.43	X		35,933.25
03/10/2023	8749	Kyle Means	201100 · Accounts Pay...	Personal Mileage	3.27	X		35,929.98
03/10/2023	031723	CalPers 457 Plan	201100 · Accounts Pay...	pay period 03/17	1,278.56	X		34,651.42
03/10/2023			101200 · US Bank Pay...	Funds Transfer	11,807.89	X		22,843.53
03/12/2023			523290 · Bank Charges	Service Charge	21.00	X		22,822.53
03/13/2023	8750	Wildlife Control Ser...	201100 · Accounts Pay...	WL3516&353...	1,000.00	X		21,822.53
03/13/2023	8751	Streamline	201100 · Accounts Pay...	7235D26B-002...	50.00	X		21,772.53
03/13/2023	8752	Standard Insurance C...	201100 · Accounts Pay...	160-513170-00...	97.48	X		21,675.05
03/13/2023	8753	Southern California ...	201100 · Accounts Pay...	2-03-325-4707	413.55	X		21,261.50
03/13/2023	8754	Protection One (corp)	201100 · Accounts Pay...	149474558-Ma...	228.97	X		21,032.53
03/13/2023	8755	Michael Baker Intern...	201100 · Accounts Pay...	1173042	6,650.00	X		14,382.53
03/13/2023	8756	Law Offices Of Quin...	201100 · Accounts Pay...	1780-November	240.00	X		14,142.53
03/13/2023	8757	Jons Flags and Poles ...	201100 · Accounts Pay...	F87704	185.42	X		13,957.11
03/13/2023	8758	Healthpointe	201100 · Accounts Pay...	22802-3984399	425.00	X		13,532.11
03/13/2023	8759	Hank's Hardware & ...	201100 · Accounts Pay...	446096	34.31	X		13,497.80
03/13/2023	8760	EcoFert Inc	201100 · Accounts Pay...	5542-February	515.00	X		12,982.80
03/13/2023	8761	Crowne Hill Consulti...	201100 · Accounts Pay...	16899/16940	513.75	X		12,469.05
03/13/2023	8762	CR&R Incorporated	201100 · Accounts Pay...	001-1406362	371.20	X		12,097.85
03/13/2023	8763	Compass HR	201100 · Accounts Pay...	HR	1,250.00	X		10,847.85
03/13/2023	8764	American Mini Storage	201100 · Accounts Pay...	March	115.00	X		10,732.85
03/13/2023	8765	Agape Construction	201100 · Accounts Pay...	lighting, shed d...	1,811.00	X		8,921.85
03/17/2023			101100G · Cash - Gen...	Deposit		X	70,493.59	79,415.44
03/21/2023	03723	Downs Energy	201100 · Accounts Pay...	CL-79490-March	276.51	X		79,138.93
03/21/2023	8766	Agape Construction	201100 · Accounts Pay...	Stone walk aro...	6,897.00	X		72,241.93
03/21/2023	8767	Brown Family Servic...	201100 · Accounts Pay...	0001838-March	1,035.79	X		71,206.14
03/21/2023	8768	Cindi Beaudet	201100 · Accounts Pay...		16.15	X		71,189.99
03/21/2023	8769	Hank's Hardware & ...	201100 · Accounts Pay...	448994/448987	155.58	X		71,034.41
03/21/2023	8770	Linda Glau CPA	201100 · Accounts Pay...	March	544.50	X		70,489.91
03/21/2023	8771	Michael Baker Intern...	201100 · Accounts Pay...	1173042	500.00	X		69,989.91
03/21/2023	8772	Nutrien Ag Solutions	201100 · Accounts Pay...	438696/439083	1,065.71	X		68,924.20
03/21/2023	8773	PureRite Drinking W...	201100 · Accounts Pay...	288415-March	113.01			68,811.19
03/21/2023	8774	RJM Design Group L...	201100 · Accounts Pay...	#35602-March	5,549.60	X		63,261.59
03/22/2023	033123	CalPers 457 Plan	201100 · Accounts Pay...	pay period 03/31	1,278.20	X		61,983.39
03/22/2023	040123	California Public Em...	201100 · Accounts Pay...	7490021932 ...	1,497.86	X		60,485.53

Temecula Public Cemetery District

4/7/2023 11:15 AM

Register: 101100 · US Bank Checking

From 03/01/2023 through 03/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/23/2023		Intuit	527180 · Operational S...		147.24	X		60,338.29
03/23/2023		Intuit	527180 · Operational S...		318.79	X		60,019.50
03/31/2023		TPCD	101200 · US Bank Pay...	overdrawn	4,000.00	X		56,019.50
03/31/2023			101200 · US Bank Pay...	Funds Transfer	8,590.21	X		47,429.29

Temecula Public Cemetery District

4/7/2023 11:16 AM

Register: 101200 · US Bank Payroll
 From 03/01/2023 through 03/31/2023
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/03/2023	JE 21043		510040 · Regular Salar...	Bank Draft Am...	7,389.07	X		5,577.14
03/03/2023	JE 21043		510040 · Regular Salar...	Bank Draft Am...	3,113.94	X		2,463.20
03/03/2023	JE 21043		510040 · Regular Salar...	Monthly charg...	167.91	X		2,295.29
03/09/2023			101100 · US Bank Che...	Funds Transfer		X	411.30	2,706.59
03/10/2023			101100 · US Bank Che...	Funds Transfer		X	11,807.89	14,514.48
03/17/2023	JE 21037		510040 · Regular Salar...	Bank Draft Am...	8,223.10	X		6,291.38
03/17/2023	JE 21037		510040 · Regular Salar...	Bank Draft Am...	3,445.94	X		2,845.44
03/17/2023	JE 21037		510040 · Regular Salar...	Monthly charg...	138.85	X		2,706.59
03/31/2023			101100 · US Bank Che...	Deposit		X	4,000.00	6,706.59
03/31/2023	JE 21038		510040 · Regular Salar...	Bank Draft Am...	8,857.47	X		-2,150.88
03/31/2023	JE 21038		510040 · Regular Salar...	Bank Draft Am...	3,564.44	X		-5,715.32
03/31/2023	JE 21038		510040 · Regular Salar...	Monthly charg...	168.30	X		-5,883.62
03/31/2023			101100 · US Bank Che...	Funds Transfer		X	8,590.21	2,706.59

Temecula Public Cemetery District

4/7/2023 11:17 AM

Register: 101300 · US Wash Account

From 03/01/2023 through 03/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/01/2023			100499 · Revenues to ...	Deposit		X	5,750.00	7,332.56
03/06/2023			116137 · Miscellaneou...	Deposit		X	800.00	8,132.56
03/30/2023	JE 21039		101300 · US Wash Ac...	Paygov Deposi...		X	228.59	8,361.15
03/30/2023	JE 21039		101300 · US Wash Ac...	Paygov Deposi...	228.59	X		8,132.56
03/31/2023			-split-	Deposit		X	34,586.00	42,718.56
03/31/2023	5047	County of Riverside ...	-split-	March Revenues	30,436.00			12,282.56
03/31/2023	5048	Lim, Bopha	-split-		2,900.00			9,382.56
03/31/2023	5049	Evan Tzakis	-split-	Refund	1,250.00			8,132.56

Date: 04/06/2023

Remote Tasks Performed

Shida Day 4/6/23

- X Reconcile three US Bank Cash Accounts
- X Reconcile four County Cash Accounts Statements – Two Months
- X Enter Property Taxes - Code Deposits as Necessary
- X Support Voucher Balance to County

- X Journal activity and Reconcile two Stifel Accounts using Stifel Balancing spreadsheet.
- X Save the Stifel Account Statements for the auditor
- X Reconcile two Stifel interest receivable accounts
- X Print Stifel Snapshot– for Board Packets

X Verify check sequence is intact.
8749-8783

X Verify each check over \$2500 from the US Bank General account has two signatures. Note: US Bank Wash account checks to the county are exempt from this requirement.

Number	Date	Payee	Amount	Memo	2nd Sig
8755	3/13/2023	Michael Baker Internation.	6,650.00	New Property	yes
8766	3/21/2023	Agape Construction	6,897.00	Stone Walk around Niche W.	yes
8774	3/21/2023	RJM Design Group	5,549.60	New Property	yes
8776	4/3/2023	Asco Pacific	5,279.75	New Property	yes
8783	4/4/2023	US Bank	2,692.92	Credit Card	yes

X Verify all checks to the GM have two signatures.
None this month

Number	Date	Payee	Amount	Memo	2nd Sig
8768	3/21/2023	Cindi Beaudet	16.15	Mileage Dec. Repl Lost Check 8667	Yes

X Check monthly credit card statements for receipts and reasonableness. Initial credit card. Note that receipts are attached and expenses are reasonable.

X Confirm Proper Endowment Income figure booked.

X Discuss Management Use Only financial statements with the GM - Profit and loss two month, Balance sheet with prior year figures, and Profit and Loss Budget Performance.

X For the GM – Add Difference to Balance Sheet. In Excel, change the difference column text to white. Then for all reasonable totals/subtotals, change it to black.

X On the Profit and Loss – Show only the Year to Date and Annual Budget Figures. Check Pagination. ****Add in ytd Contrib to and from other funds Use the Actuals an a formula. For For ACO Negative Asset purchases Year end only**

- X Update Endowment Allocation Schedule.
- X Update Wash Account Analysis.
- X Update Prepaid subledger and validate QB information.
- X Read Agenda and Minutes of the previous Board Meeting

Items to note, Open items:

Resolution #2022-2023-1

Before the Governing Board of the Temecula Public Cemetery District

Dated April 20, 2023

IN THE MATTER OF

TRANSFERRING FUNDS

FROM: RIVERSIDE COUNTY TREASURY

4080 Lemon Street
Riverside, CA 92501-1326

TO: STIFEL

4460 Broad Street Suite 210
San Luis Obispo, CA 93401

INVESTMENT ACCOUNT

WHEREAS, the Temecula Public Cemetery District, herein after referred to as "DISTRICT"; desires to transfer designated retained earnings located in an endowment fund.

To: Stifel to be placed in an interest-bearing investment account for Temecula Public Cemetery District.

NOW THEREFORE BE IT RESOLVED that the following transfers be authorized, for and on behalf of the District.

TRANSFER: **\$173,618.46** Endowment Care Principle Fund # 51435

TO: Stifel Account # 5397-7799 Endowment Care Principle

TRANSFER: **\$877.12** Endowment Care Interest Fund # 51435

TO: Stifel Account # 5559-0516 Endowment Care Interest

WHEREFORE, this resolution was passed and adopted on the 20th day of April 2023 by the following vote:

Chair: Craig Davis

Vice Chair: Mike Dugan

Trustees: Rosie Vanderhaak, Patricia Kelleher, Dale Qualm

Ayes:

Noes: 0

Absent: 0

Abstain: 0

Certificate of Secretary

I, Cindi Beaudet, secretary of the Board of Directors of the Temecula Public Cemetery District hereby certify that the above is a true and correct copy of our investment resolution #2022-2023- passed and adopted by the Board of Directors of the Temecula Public Cemetery District on the 20th day of April 2023 at their duly noted regular Board meeting.

Cindi Beaudet, Secretary of the Board

April 20, 2023

Resolution #2023-2

Before the Governing Board of the Temecula Public Cemetery District

Dated April 20, 2023

IN THE MATTER OF

TRANSFERRING MONEY

FROM: RIVERSIDE COUNTY TREASURY

4080 Lemon Street
Riverside, CA 92501-1326

TO: Temecula Cemetery District

WHEREAS, the Temecula Public Cemetery District, herein after referred to as "DISTRICT"; desires to transfer cash located at the Riverside County Auditor Controllers office held in General fund 51425.

To: Our designated ACO Fund 51440

NOW THEREFORE BE IT RESOLVED that the following transfers be authorized, for and on behalf of the District.

TRANSFER: \$1,000,000.00 out of our General Fund # 51425

TO: Be transferred into our designated ACO Fund 51440

WHEREFORE, this resolution was passed and adopted on the 20th day of April 2023 by the following vote:

Chair: Craig Davis

Vice Chair: Mike Dugan

Trustees: Rosie Vanderhaak, Dale Qualm, Patricia Kelleher

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0

Certificate of Secretary

I, Cindi Beaudet, secretary of the Board of Directors of the Temecula Public Cemetery District hereby certify that the above is a true and correct copy of our investment resolution #2023-2 passed and adopted by the Board of Directors of the Temecula Public Cemetery District on the 20th day of April, 2023 at their duly noted regular Board meeting.

Cindi Beaudet

Cindi Beaudet, Secretary of the Board

April 20, 2023

TEMECULA PUBLIC CEMETERY DISTRICT

March 22, 2023

Dear Mrs. Phillips,

My name is Craig Davis, and I am the current Chairperson for the Temecula Public Cemetery District Board of Trustees. Our board received your letter and approved a handful of changes that will hopefully satisfy your concerns regarding your late husband's niche plate marker at the cemetery. I have attached a photo below for your convenience. As you can see, we added pavers to the property in front of the walls and moved our sprinklers to help alleviate the overspray possibilities. We can not guarantee that this will be a 100 percent deterrent, especially in severe windy conditions, but it should help a great deal.

Please feel free to reach out with any other questions or concerns. As a reminder, the Temecula Public Cemetery District is under the umbrella of California Special Districts, and we fall under certain Health and Safety Codes which we must abide by. The district staff and board of trustees will do everything in our power to accommodate the public when the situation allows.

Respectfully,

Craig Davis
Temecula Public Cemetery District



Temecula Public Cemetery District
Balance Sheet
 As of March 31, 2023

	Mar 31, 23	Mar 31, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
101100 · US Bank Checking	47,429.29	62,270.93	
101200 · US Bank Payroll	2,706.59	12,926.06	
101300 · US Wash Account	8,132.56	8,244.88	
101100C · Cash -Accumulative Outlay Fund	1,403,846.11	2,591,175.15	
101100E · Cash - Endowment Fund	179,252.44	118,934.72	
1011004 · Cash - Retirement	180.00	180.00	
101100G · Cash - General	1,800,641.79	1,237,913.31	
Total Checking/Savings	3,442,188.78	4,031,645.05	-589,456.27
Other Current Assets			
102200 · Stifel Investments			
102210 · Stifel Endowment Care	2,346,055.21	2,405,213.80	
102220 · Stifel Endowment Interest	908,179.63	864,473.20	
Total 102200 · Stifel Investments	3,254,234.84	3,269,687.00	-15,452.16
112011 · Inventory Asset	154,631.00	170,325.00	
102100 · Taxes Receivable	0.00	10,677.30	
116100 · Interest Receivable			
116100P · Interest Receivable - End Prin	12,855.55	13,869.72	
116100I · Interest Receivable - End Int	6,726.56	8,105.58	
Total 116100 · Interest Receivable	19,582.11	21,975.30	-2,393.19
116137 · Miscellaneous Receivable	0.00	136.88	
117000 · PrePaid Expenses	12,333.57	6,478.15	
Total Other Current Assets	3,440,781.52	3,479,279.63	-38,498.11
Total Current Assets	6,882,970.30	7,510,924.68	-627,954.38

Temecula Public Cemetery District
Balance Sheet
 As of March 31, 2023

	Mar 31, 23	Mar 31, 22	\$ Change
Fixed Assets			
191650 · Intangible Assets	24,470.00	24,470.00	
198950 · Accum Depr - Software	-4,893.99	-3,262.66	
191000 · Future Cemetery Property	3,468,296.98	3,162,859.87	
191100 · Buildings and Improvements	318,605.07	318,605.07	
191400 · Structures and Improvements	363,678.03	363,678.03	
191500 · Equipment	188,672.05	188,322.08	
191700 · Non-Depreciable Assets	77,561.02	77,561.02	
191800 · Grounds Improvements	22,079.50	22,079.50	
191900 · Paving 2015	143,560.00	143,560.00	
198100 · Accumulated Depreciation - Bldg	-166,004.34	-147,187.18	
198400 · Accumulated Depr - Struct/Imp	-255,214.97	-237,860.30	
198500 · Accum Depr - Equipment	-163,194.07	-159,171.68	
198800 · Accum Depr- Grnd Imp	-5,473.71	-4,236.84	
198900 · Accum Depr-Pav 15	-51,238.02	-44,060.02	
Total Fixed Assets	3,960,903.55	3,705,356.89	255,546.66
TOTAL ASSETS	10,843,873.85	11,216,281.57	-372,407.72

Temecula Public Cemetery District

Balance Sheet

As of March 31, 2023

	Mar 31, 23	Mar 31, 22	\$ Change
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
201100 · Accounts Payable	1,764.79	1,438.85	
Total Accounts Payable	1,764.79	1,438.85	
Other Current Liabilities			
212200 · Accrued Vacation Pay	14,771.16	19,085.14	
Total Other Current Liabilities	14,771.16	19,085.14	
Total Current Liabilities	16,535.95	20,523.99	
Total Liabilities	16,535.95	20,523.99	-3,988.04
Equity			
36001 · Net Investments in Cap Assets	3,309,357.00	3,322,836.00	
36002 · Endowment Care Corpus	2,635,110.00	2,454,556.00	
36003 · Endowment Care Earnings	821,514.00	807,065.00	
36004 · Unrestricted Earnings ACO Fund	2,930,348.00	1,874,732.00	
36005 · Unrestricted Earnings Gen Fund	882,307.00	882,307.00	
308100 · General Reserve	3,634.00	198,834.00	
325100G · Unreserved Fund Balance - Gen	280,455.17	657,426.04	
390000 · Retained Earnings	512,942.98	634,295.13	
Net Income	-548,330.25	363,706.41	
Total Equity	10,827,337.90	11,195,757.58	-368,419.68
TOTAL LIABILITIES & EQUITY	10,843,873.85	11,216,281.57	-372,407.72

Temecula Public Cemetery District
Profit & Loss Budget Performance
 July 2022 through March 2023

	Jul '22 - Mar 23	Annual Budget
Ordinary Income/Expense		
Income		
700001 · Property Taxes		
700020 · Prop Tax Current Secured	385,446.22	696,200.00
701020 · Prop Tax Current Unsecured	32,029.44	25,000.00
703000 · Prop Tax Prior Unsecured	547.33	0.00
704000 · Prop Tax Curr Supplemental	15,315.77	9,600.00
705000 · Prop Tax Prior Supplemental	7,527.84	4,500.00
706000 · Teeter Settlement	8,500.69	10,000.00
707000 · RDV Apportionment	53,312.78	40,000.00
752800 · CA-Homeowners Tax Relief	3,024.31	4,000.00
770100 · Property Tax - SBE	7,321.57	10,500.00
770102 · Other Taxes	0.00	200.00
Total 700001 · Property Taxes	513,025.95	800,000.00
740020 · Interest and Dividend Income		
740024 · Dividend Income - Stifel	7,467.24	5,000.00
740023 · Interest - Stifel	55,651.45	68,900.00
740020G · Interest on General Fnd at Cnty	14,860.65	5,000.00
740020E · Interest on Endow Fnd at County	1,545.28	100.00
740020O · Interest on ACO at County	20,491.33	10,000.00
Total 740020 · Interest and Dividend Income	100,015.95	89,000.00
770001 · Other Revenue		
777700 · Non-Resident Fee Income	30,000.00	0.00
770100E · Endowment	48,902.00	145,000.00
777030 · Marker Setting	13,850.00	18,000.00
777031 · Niche Engraving	2,230.00	3,000.00
777040 · Open, Close Fees	36,550.00	37,000.00
777520 · Sale of Lots	49,498.00	56,800.00
777530 · Cremation	36,900.00	17,000.00
777600 · Cenotaph	0.00	300.00
777650 · Graveside Service	20,700.00	16,000.00
780160 · Vaults, Flower Vases, etc.	19,418.69	16,000.00
781360 · Other Misc. Revenue	1,469.40	400.00
Total 770001 · Other Revenue	259,518.09	309,500.00
Total Income	872,559.99	1,198,500.00

Temecula Public Cemetery District Profit & Loss Budget Performance July 2022 through March 2023

	Jul '22 - Mar 23	Annual Budget
Expense		
510000 · Salaries and Employee Benefits		
510040T · Regular Salaries.		
510040 · Regular Salaries	204,358.23	319,000.00
510330 · Incentive Pay	6,454.25	6,500.00
510335 · Hazard Pay	0.00	0.00
515100 · Life Insurance Policy	320.76	450.00
Total 510040T · Regular Salaries.	211,133.24	325,950.00
510320T · Temporary Salaries.		
510320 · Temporary Salaries	40.00	0.00
510320T · Temporary Salaries. - Other	0.00	0.00
Total 510320T · Temporary Salaries.	40.00	0.00
513000T · Retirement - Miscellaneous		
518000 · Employer Contributions-457	12,941.08	23,500.00
551000 · Employee Contributions	0.00	0.00
Total 513000T · Retirement - Miscellaneous	12,941.08	23,500.00
513120T · Retirement - Social Security		
513120 · Social Security	13,377.27	21,500.00
513140 · Medicare Tax	3,128.72	5,000.00
Total 513120T · Retirement - Social Security	16,505.99	26,500.00
515080T · Health Insurance (eer share)		
515081 · Health Insurance	28,721.15	52,000.00
515082 · Vision Insurance	322.64	800.00
515083 · Dental Insurance	2,386.44	3,200.00
Total 515080T · Health Insurance (eer share)	31,430.23	56,000.00
515260T · Unemployment Insurance		
517000 · Workers Comp Insurance	11,821.94	22,000.00
515060 · State Unemployment Ins EDD	0.00	1,500.00
513130 · CA SUI	855.44	2,000.00
515260T · Unemployment Insurance - Other	0.00	0.00
Total 515260T · Unemployment Insurance	12,677.38	25,500.00
Total 510000 · Salaries and Employee Benefits	284,727.92	457,450.00
520000 · Services and Supplies		
529540T · Utilities		
520845 · Trash	3,259.37	4,400.00
529500 · Electricity	4,783.55	6,000.00
Total 529540T · Utilities	8,042.92	10,400.00

Temecula Public Cemetery District Profit & Loss Budget Performance July 2022 through March 2023

	Jul '22 - Mar 23	Annual Budget
524520T · Administrative Expenses		
518160 · Board Stipend	4,950.00	11,250.00
520115 · Uniforms - Replacement Clothing	2,788.29	3,600.00
520230 · Cellular Phone	1,718.10	3,300.00
520705 · Food	71.00	1,200.00
520930 · Insurance - Liability	15,355.35	20,500.00
523100 · Memberships	3,483.00	3,600.00
523290 · Bank Charges	178.00	300.00
523621 · Subscriptions	0.00	500.00
523660 · Computer Service	6,517.72	7,000.00
523700 · Office Supplies	0.00	1,000.00
523720 · Photocopies	1,318.03	3,000.00
523760 · Postage/Mailing	275.00	1,000.00
523840 · Computer Equip/Software/T1	4,437.85	2,500.00
524520 · County Journal Recording	1,478.09	2,400.00
524530 · Storage Fees	1,045.00	1,400.00
524540 · Payroll Processing Services	3,203.55	4,100.00
524560 · Auditing	10,500.00	10,500.00
524561 · Accounting	7,615.25	9,500.00
524566 · Temp for e-File	0.00	9,000.00
524800 · Drug Testing/Pre-Employment	425.00	400.00
525025 · Legal - General Counsel	660.00	30,000.00
525030 · Compass HR Support	5,262.64	5,400.00
526420 · Advertising	275.50	1,800.00
527280 · Awards/Recognition	0.00	300.00
527880 · Training/ Staff	250.00	2,500.00
528140 · Conferences and Meetings	9,849.78	30,000.00
528980 · Meals	816.15	2,000.00
528990 · Semi-Annual Team Dinner	2,666.28	5,000.00
529040 · Private Mileage Reimbursement	3.27	2,500.00
529050 · Website	400.00	800.00
529550 · Water	657.73	1,600.00
Total 524520T · Administrative Expenses	86,200.58	177,950.00

Temecula Public Cemetery District Profit & Loss Budget Performance July 2022 through March 2023

	Jul '22 - Mar 23	Annual Budget
524500T · Operational Expenses.		
521420 · Maint-Field Equipment	5,793.77	15,000.00
522310 · Maint-Building Improvements	0.00	2,500.00
522320 · Maint - Grounds	14,325.92	18,000.00
522360 · Maintenance-Extermination	4,730.00	6,800.00
523250 · Repurchase	0.00	2,650.00
523800 · Engraving Expense	2,067.00	3,000.00
525320 · Security Guard Services	0.00	400.00
525600 · Security	2,289.70	7,500.00
527100 · Fuel	2,313.68	4,800.00
527180 · Operational Supplies	12,356.73	13,000.00
528020 · Inventory	13,624.28	8,500.00
Total 524500T · Operational Expenses.	57,501.08	82,150.00
Total 520000 · Services and Supplies	151,744.58	270,500.00
530000 · Other Charges		
530100 · Miscellaneous non-operating exp	204.45	4,000.00
Total 530000 · Other Charges	204.45	4,000.00
540000 · Capital Assets		
542060T · Cemetery Grounds		
542040 · - Buildings, Capital Projects	6,897.00	100,000.00
542060 · Improvements -Building	0.00	6,000.00
542065 · Tree Renovaton	2,100.00	7,500.00
548300 · Office Renovation	0.00	6,000.00
Total 542060T · Cemetery Grounds	8,997.00	119,500.00
540040T · Land, Purchase of Land		
540042 · Future Cemetery Property	937,717.78	1,600,000.00
Total 540040T · Land, Purchase of Land	937,717.78	1,600,000.00
546020T · Equipment, etc		
542070 · Well Motor	0.00	60,000.00
546020 · Equipment - Automotive	0.00	17,000.00
546240 · Mapping Software	2,040.00	6,000.00
Total 546020T · Equipment, etc	2,040.00	83,000.00
Total 540000 · Capital Assets	948,754.78	1,802,500.00
551100G · Contrib to Other Funds - Gen	0.00	145,100.00
551100E · Contrib to Other Funds - Endow	0.00	321,450.00
551100C · Cont from Other Funds - ACO	0.00	-1,802,500.00
Total Expense	1,385,431.73	1,198,500.00
Net Ordinary Income	-512,871.74	0.00

Temecula Public Cemetery District
Profit & Loss Budget Performance
July 2022 through March 2023

	<u>Jul '22 - Mar 23</u>	<u>Annual Budget</u>
Other Income/Expense		
Other Income		
731000 · Realized Gain (Loss) on Invest	1,755.89	0.00
731100 · Unrealized Gain (Loss) on Invst	-37,214.40	0.00
Total Other Income	-35,458.51	0.00
Net Other Income	-35,458.51	0.00
Net Income	<u>-548,330.25</u>	<u>0.00</u>

STIFEL

1 1 D375850 SSNO001003
TEMECULA PUBLIC CEMETERY
DIST ENDOWMENT PRINCIPAL
41911 C ST
TEMECULA CA 92592-3053

Your Financial Advisor (LU04):
 SANDRA HEDSTROM WHEELER
 Telephone: (805) 783-2921

Office Serving Your Account:
 4460 BROAD STREET
 SUITE 210
 SAN LUIS OBISPO, CA 93401

PRIMARY INVESTMENT OBJECTIVE: Income RISK TOLERANCE: Moderate

For a full definition of this objective and risk tolerance, including the use of margin, please see www.stifel.com, IMPORTANT DISCLOSURES, or contact your Financial Advisor. If you have any questions concerning your investment objective or risk tolerance, or wish to make a change, please contact your Financial Advisor or the Branch Manager for this office.

TRADING TAX LOT RELIEF METHOD: First In, First Out INVESTOR UPDATE

At December 31, 2022, Stifel, Nicolaus & Company, Incorporated had net capital of \$538,644,698 or \$516,252,049 in excess of the minimum requirement of \$22,392,649. The December 31, 2022 Statement of Financial Condition is available at no charge by calling (800) 488-0970 or logging onto www.stifel.com.

ACCOUNT PROTECTION

Stifel, Nicolaus & Company, Incorporated provides up to \$150 million of coverage for securities held in client accounts, of which \$1.15 million may be in cash deposits. Ask your Financial Advisor for more details.

Thank you for allowing Stifel to serve you. In order to protect your rights, including rights under the Securities Investor Protection Act (SIPA), please promptly report, in writing, any inaccuracies or discrepancies in this account or statement to the Compliance Department of Stifel at the address below. If you have any questions regarding your account or this statement, please contact your Financial Advisor or the Branch Manager for this office. For additional information regarding your Stifel account, please refer to the current Stifel Account Agreement and Disclosure Booklet, which is available at www.stifel.com/disclosures/account-agreement.

Stifel, Nicolaus & Company, Incorporated | Member SIPC & NYSE | www.stifel.com | One Financial Plaza | 501 North Broadway | St. Louis, Missouri 63102

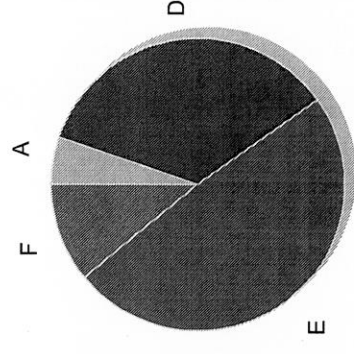
Edelivery

STIFEL PRESTIGE® ACCOUNT STATEMENT

PORTFOLIO SUMMARY	March 31	February 28
Net Cash Equivalents **	123,375.37	100,897.19
Net Portfolio Assets held at Stifel	2,222,679.84	2,220,990.05
Net Portfolio Assets not held at Stifel		
Net Portfolio Value	\$2,346,055.21	\$2,321,887.24
YOUR CHANGE IN PORTFOLIO VALUE	March 31	February 28
Net Cash Flow (Inflows/Outflows) ²	-2,959.72	-3,711.33
Securities Transferred In/Out		
Income and Distributions	5,987.42	4,499.10
Change in Securities Value	21,140.27	-18,785.56
Net Change in Portfolio Value	\$24,167.97	-\$17,997.79

** See the Stifel Insured Bank Deposit Program Disclosure Statements for additional information.
² Does not include cost or proceeds for buy or sell transactions.
 You have securities maturing and/or options expiring.

YOUR ASSET SUMMARY



	Value on Percentage of March 31, 2023 (\$)	your account
A Net Cash Equivalents**	123,375.37	5.26%
D Fixed Income-Muni	817,651.70	34.85%
E Fixed Income-Other	1,147,913.48	48.93%
F Mutual Funds	257,114.66	10.96%
Total Assets	\$2,346,055.21	100.00%

STIFEL

1 1 1 D375851 SSNO001003
TEMECULA PUBLIC CEMETERY
DIST ENDOWMENT INTEREST
41911 C ST
TEMECULA CA 92592-3053

Your Financial Advisor (LU04):
SANDRA HEDSTROM WHEELER
Telephone: (805) 783-2921

Office Serving Your Account:
4460 BROAD STREET
SUITE 210
SAN LUIS OBISPO, CA 93401

PRIMARY INVESTMENT OBJECTIVE: Income RISK TOLERANCE: Moderate

For a full definition of this objective and risk tolerance, including the use of margin, please see www.stifel.com, IMPORTANT DISCLOSURES, or contact your Financial Advisor. If you have any questions concerning your investment objective or risk tolerance, or wish to make a change, please contact your Financial Advisor or the Branch Manager for this office.

TRADING TAX LOT RELIEF METHOD: First In, First Out INVESTOR UPDATE

At December 31, 2022, Stifel, Nicolaus & Company, Incorporated had net capital of \$538,644,698 or \$516,252,049 in excess of the minimum requirement of \$22,392,649. The December 31, 2022 Statement of Financial Condition is available at no charge by calling (800) 488-0970 or logging onto www.stifel.com.

ACCOUNT PROTECTION

Stifel, Nicolaus & Company, Incorporated provides up to \$150 million of coverage for securities held in client accounts, of which \$1.15 million may be in cash deposits. Ask your Financial Advisor for more details.

Thank you for allowing Stifel to serve you. In order to protect your rights, including rights under the Securities Investor Protection Act (SIPA), please promptly report, in writing, any inaccuracies or discrepancies in this account or statement to the Compliance Department of Stifel at the address below. If you have any questions regarding your account or this statement, please contact your Financial Advisor or the Branch Manager for this office. For additional information regarding your Stifel account, please refer to the current Stifel Account Agreement and Disclosure Booklet, which is available at www.stifel.com/disclosures/account-agreement.

Stifel, Nicolaus & Company, Incorporated | Member SIPC & NYSE | www.stifel.com | One Financial Plaza | 501 North Broadway | St. Louis, Missouri 63102

Edelivery

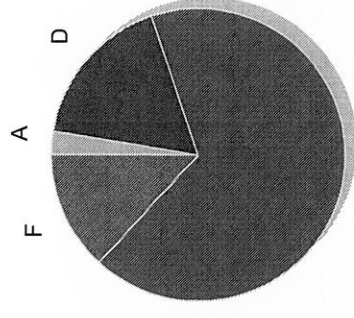
STIFEL PRESTIGE® ACCOUNT STATEMENT

PORTFOLIO SUMMARY	March 31	February 28
Net Cash Equivalents **	23,508.04	18,867.17
Net Portfolio Assets held at Stifel	884,671.59	874,979.74
Net Portfolio Assets not held at Stifel		
Net Portfolio Value	\$908,179.63	\$893,846.91
YOUR CHANGE IN PORTFOLIO VALUE	March 31	February 28
Net Cash Flow (Inflows/Outflows) ²	2,959.72	3,711.33
Securities Transferred In/Out		
Income and Distributions	1,934.05	3,406.90
Change in Securities Value	9,438.95	-10,957.33
Net Change in Portfolio Value	\$14,332.72	-\$3,839.10

** See the Stifel Insured Bank Deposit Program Disclosure Statements for additional information.

² Does not include cost or proceeds for buy or sell transactions.

YOUR ASSET SUMMARY



	Value on March 31, 2023 (\$)	Percentage of your account
A Net Cash Equivalents**	23,508.04	2.59%
D Fixed Income-Muni	156,065.50	17.19%
E Fixed Income-Other	608,120.44	66.96%
F Mutual Funds	120,465.65	13.26%
Total Assets	\$908,179.63	100.00%

Hi Cindi,

We will get the site staking and Underground Service Alert (USA) completed next week for the onsite percolation feasibility investigation. It looks like things are starting to dry-out, and the weather looks somewhat clear. We have a tentative drill date of May 3rd we are trying nail-down.

GED SOLUS

A1 Monthly Revenues
July 2022-June 2023

FYE 06/30/23	July	August	September	October	November	December	January	February	March
Single	-	-	-	-	-	3,200.00	9,600.00	3,200.00	6,400.00
Single/Dual	-	-	-	-	-	1,000.00	3,000.00	1,000.00	2,000.00
S/D End	0	0	3000	0	0	9000	0	0	0
Dual	4,000.00	-	1,000.00	-	-	3,000.00	-	-	-
Dual End	2,000.00	-	-	-	5,100.00	-	5,100.00	2,000.00	-
Collum	-	1,400.00	1,400.00	2,600.00	-	2,600.00	2,700.00	-	-
Column End	-	1,000.00	1,000.00	2,000.00	-	2,000.00	2,000.00	-	-
cenotaph	-	-	-	-	-	-	-	-	-
Ground Crem	-	5,500.00	1,700.00	7,200.00	1,700.00	1,700.00	1,700.00	3,400.00	3,400.00
G Crem End	-	3,000.00	1,000.00	4,000.00	1,000.00	1,000.00	1,000.00	2,000.00	2,000.00
O/C - B	2100	4000	2350	2150	2400	5700.00	5350.00	2750	4100.00
O/C/C	-	200.00	400.00	1,000.00	1,500.00	200.00	900.00	1,000.00	1,000.00
Vault	440.00	472.00	592.69	504.00	252.00	870.00	870.00	580.00	1,626.00
Crem Vase	-	210.00	190.50	190.50	-	190.50	381.00	168.00	-
Grave Vase	75.00	165.00	84.00	196.00	84.00	280.00	196.00	-	196.00
Set Fee	750.00	1,550.00	1,500.00	1,250.00	1,150.00	2,000.00	1,750.00	1,500.00	2,850.00
Niche	-	-	-	-	-	-	-	-	-
Non-Res	3,000.00	6,000.00	-	3,000.00	4,500.00	3,000.00	1,500.00	4,500.00	6,000.00
Disinter	-	-	-	-	-	-	-	-	-
Graveside	1,500.00	1,800.00	1,650.00	2,200.00	2,400.00	3,500.00	4,400.00	1,500.00	3,700.00
Engraving	-	250.00	250.00	250.00	500.00	250.00	500.00	-	-
2nd End	-	2,400.00	1,000.00	900.00	2,000.00	-	-	1,000.00	-
Bench	-	700.00	400.00	1,500.00	-	-	-	-	-
Taxes	45.07	55.74	24.02	77.92	29.40	117.28	1485.80	65.44	67.89
Labor	774.93	1182.26	376.48	1331.58	604.6	1827.22	127.2	1126.56	1246.11
Total	14,685.00	29,885.00	17,667.69	30,350.00	24,220.00	41,435.00	43,560.00	26,790.00	34,586.00

Funerals at Temecula Public Cemetery

This calendar includes all funeral services scheduled. Click on any item for more information.

MARCH 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28 Patricia Robbins	1	2	3 Pedro Diaz	4
5	6 Arturo Cedres	7	8	9	10	11
12	13 James Wright Hatsuko Arima	14 Moufaddate Al Abdallah	15	16	17 Teresa Fenstermaker	18
19	20	21	22	23	24	25
26	27	28	29 Darell Farnbach	30	31 Gitiarouz Moshref	1



County Project Specific Water Quality Management Plan

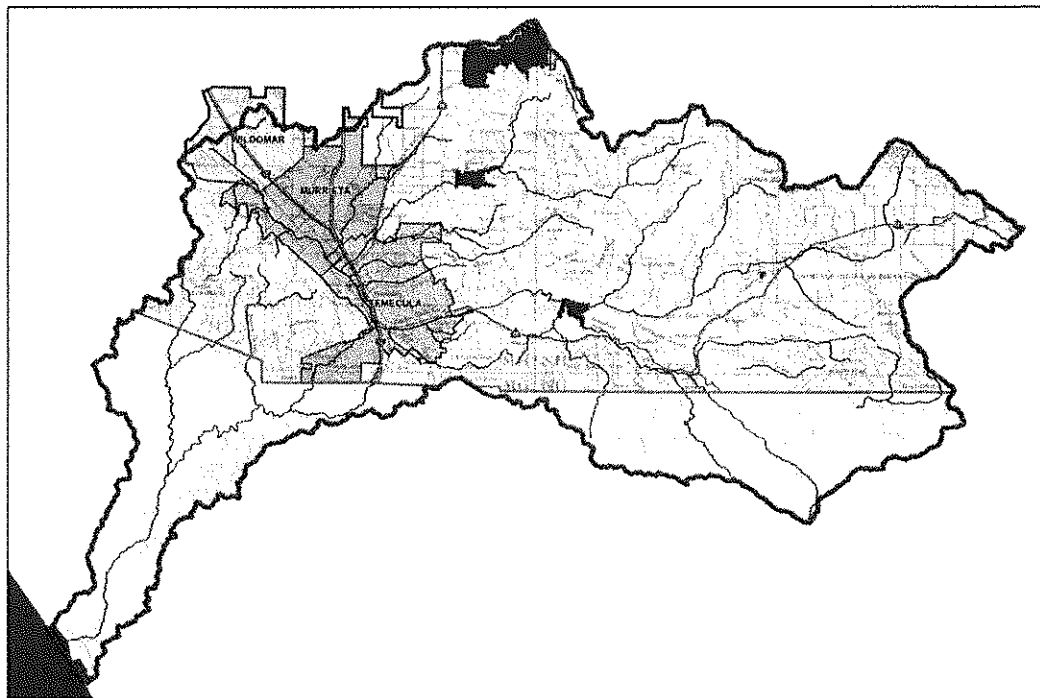
A Template for preparing Project Specific WQMPs for Priority Development Projects only for use in the unincorporated portions of Riverside County located within the Santa Margarita Region.

Project Title: Temecula Cemetery

Development No: CUP 03606 CUP03606S01

Design Review/Case No: -

BMP, (Latitude, Longitude): 33.557182/-117.025329



- Preliminary
- Final

Original Date Prepared: 2/27/2023

Revision Date(s): -

Contact Information

Prepared for: Temecula Public Cemetery

Add Email address

Prepared by: civTEC/Thomas Carcelli, P.E.

999 Corporate Dr., Suite 100

Ladera Ranch, CA 92694

949-463-8822

tec@civtec.net

The County updated this template on July 24, 2018

Add Email address

List of Tables

Table A-1 Identification of Receiving Waters	8
Table A-2 Identification of Susceptibility to Hydromodification	9
Table A-3 Other Applicable Permits.....	9
Table C-1 DMA Identification.....	16
Table C-2 Type 'A', Self-Treating Areas.....	17
Table C-3 Type 'B', Self-Retaining Areas	18
Table C-4 Type 'C', Areas that Drain to Self-Retaining Areas.....	18
Table C-5 Type 'D', Areas Draining to BMPs	20
Table D-1 Infiltration Feasibility.....	22
Table D-2 Geotechnical Concerns for Onsite Infiltration	23
Table D-3 Evaluation of Biofiltration BMP Feasibility	24
Table D-4 Proprietary BMP Approval Requirement Summary	24
Table D-5 LID Prioritization Summary Matrix	25
Table D-6 Summary of Infeasibility Documentation.....	25
Table D-7 DCV Calculations for LID BMPs	27
Table D-8 LID BMP Sizing	27
Table E-1 Hydrologic Control BMP Sizing.....	29
Table E-2 Triad Assessment Summary	Error! Bookmark not defined.
Table F-1 Summary of Approved 2010 303(d) listed waterbodies and associated pollutants of concern for the Riverside County SMR Region and downstream waterbodies.....	32
Table F-2 Potential Pollutants by Land Use Type.....	33
Table F-3 Treatment Control BMP Selection	34
Table F-4 Treatment Control BMP Sizing.....	34
Table F-5 Offsite Hydrologic Control BMP Sizing.....	35
Table G-1 Sizing Trash Capture BMPs	37
Table G-2 Approximate precipitation depth/intensity values for calculation of the Trash Capture Design Storm.....	37
Table G-3 Trash Capture BMPs	37
Table I-1 Construction Plan Cross-reference	39
Table I-2 Other Applicable Permits.....	39

List of Appendices

Appendix 1: Maps and Site Plans.....	48
Appendix 2: Construction Plans	49
Appendix 3: Soils Information.....	50
Appendix 4: Historical Site Conditions.....	51

Section A: Project and Site Information

Use the table below to compile and summarize basic site information that will be important for completing subsequent steps. Subsections A.1 through A.4 provide additional detail on documentation of additional project and site information. The Regional MS4 Permit has effectively removed the ability for a project to be grandfathered from WQMP requirements. Even if a project were able to meet all the requirements stated in Section 1.2 of the WQMP, the 2014 WQMP requirements would apply.

PROJECT INFORMATION	
Type of PDP:	New Development
Type of Project:	Commercial
Planning Case Number:	CUP 03606
Rough Grade Permit No.:	-
Development Name:	Temecula Cemetery
PROJECT LOCATION	
Latitude & Longitude (DMS):	33.556994/-117.024096
Project Watershed and Sub-Watershed:	Santa Margarita River, Santa Gertrudis Creek, Murrieta Creek
24-Hour 85 th Percentile Storm Depth (inches):	0.55
Is project subject to Hydromodification requirements?	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N (Select based on Section A.3)
APN(s):	924360003, 924360004
Map Book and Page No.:	-
PROJECT CHARACTERISTICS	
Proposed or Potential Land Use(s)	Cemetery
Proposed or Potential SIC Code(s)	7261
Existing Impervious Area of Project Footprint (SF)	0 SF
Total area of <u>proposed</u> Impervious Surfaces within the Project Limits (SF)/or Replacement	97,812 SF
Total Project Area (ac)	13.1 Acres
Does the project consist of offsite road improvements?	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Does the project propose to construct unpaved roads?	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Is the project part of a larger common plan of development (phased project)?	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Has preparation of Project-Specific WQMP included coordination with other site plans?	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
EXISTING SITE CHARACTERISTICS	
Is the project located within any Multi-Species Habitat Conservation Plan area (MSHCP Criteria Cell?)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Is a Geotechnical Report attached?	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
If no Geotech. Report, list the Natural Resources Conservation Service (NRCS) soils type(s) present on the site (A, B, C and/or D)	
<u>Provide a brief description of the project:</u> Temecula Public Cemetery is proposing to construct a cemetery at currently vacant site. Project includes new building, maintenance yard, access roads and walkways.	

Verify

Paver and dirt roads are considered pervious for determining WQMP applicability.

A.1 Maps and Site Plans

When completing your Project-Specific WQMP, include a map of the Project vicinity and existing site. In addition, include all grading, drainage, landscape/plant palette and other pertinent construction plans in Appendix 2. At a **minimum**, your WQMP Site Plan should include the following:

- Vicinity and location maps
- Parcel Boundary and Project Footprint
- Existing and Proposed Topography
- Drainage Management Areas (DMAs)
- Proposed Structural Best Management Practices (BMPs)
- Drainage Paths
- Drainage infrastructure, inlets, overflows
- Source Control BMPs
- Site Design BMPs
- Buildings, Roof Lines, Downspouts
- Impervious Surfaces
- Pervious Surfaces (i.e. Landscaping)
- Standard Labeling
- Cross Section and Outlet details

Use your discretion on whether or not you may need to create multiple sheets or can appropriately accommodate these features on one or two sheets. Keep in mind that the Copermittee plan reviewer must be able to easily analyze your Project utilizing this template and its associated site plans and maps. Complete the checklists in Appendix 1 to verify that all exhibits and components are included.

A.2 Identify Receiving Waters

Using Table A-1 below, list in order of upstream to downstream, the Receiving Waters that the Project site is tributary to. Continue to fill each row with the Receiving Water's 303(d) listed impairments (if any), designated Beneficial Uses, and proximity, if any, to a RARE Beneficial Use. Include a map of the Receiving Waters in Appendix 1. This map should identify the path of the stormwater discharged from the site all the way to the outlet of the Santa Margarita River to the Pacific Ocean. Use the most recent 303(d) list available from the State Water Resources Control Board Website.

(http://www.waterboards.ca.gov/sandiego/water_issues/programs/basin_plan/)

Table A-1 Identification of Receiving Waters

Receiving Waters	USEPA Approved 303(d) List Impairments	Designated Beneficial Uses	Proximity to RARE Beneficial Use
Santa Gertrudis Creek	Chlorpyrifos, Copper, E. Coli, Fecal Coliform, Iron, Manganese, Phosphorus	MUN, AGR, IND, PROC, REC1, REC2, WARM, WILD	N/A
Murrieta Creek	Chlorpyrifos, Copper, Iron, Manganese, Nitrogen, Phosphorus, Toxicity	MUN, AGR, IND, PROC, GWR, REC2, WARM, WILD	N/A
Santa Margarita River (upper, lower & lagoon)	Phosphorus, Toxicity, Enterococcus, Fecal Coliform, Total Nitrogen as N, Eutrophic	MUN, AGR, IND, REC1, REC2, WARM, COLD, WILD, RARE	8.8 Miles

A.3 Drainage System Susceptibility to Hydromodification

Using Table A-2 below, list in order of the point of discharge at the project site down to the Santa Margarita River², each drainage system or receiving water that the project site is tributary to. Continue to fill each row with the material of the drainage system, and any exemption (if applicable). Based on the results, summarize the applicable

² Refer to Exhibit G of the WQMP for a map of exempt and potentially exempt areas. These maps are from the Draft SMR WMAA as of January 5, 2018 and will be replaced upon acceptance of the SMR WMAA.

Table D-1 Infiltration Feasibility

Downstream Impacts (SMR WQMP Section 2.3.3.a)		
Does the project site...	YES	NO
...have any DMAs where infiltration would negatively impact downstream water rights or other Beneficial Uses ³ ?		X
If Yes, list affected DMAs:		
Groundwater Protection (SMR WQMP Section 2.3.3.b)		
Does the project site...	YES	NO
...have any DMAs with industrial, and other land uses that pose a high threat to water quality, which cannot be treated by Bioretention BMPs? Or have DMAs with active industrial process areas?		X
If Yes, list affected DMAs:		
...have any DMAs with a seasonal high groundwater mark shallower than 10 feet?	X	
If Yes, list affected DMAs: DMA A		
...have any DMAs located within 100 feet horizontally of a water supply well?		X
If Yes, list affected DMAs:		
...have any DMAs that would restrict BMP locations to within a 2:1 (horizontal: vertical) influence line extending from any septic leach line?		X
If Yes, list affected DMAs:		
...have any DMAs been evaluated by a licensed Geotechnical Engineer, or Environmental Engineer, who has concluded that the soils do not have adequate physical and chemical characteristics for the protection of groundwater, and has treatment provided by amended media layers in Bioretention BMPs been considered in evaluating this factor?		X
If Yes, list affected DMAs:		
Public Safety and Offsite Improvements (SMR WQMP Section 2.3.3.c)		
Does the project site...	YES	NO
...have any areas identified by the geotechnical report as posing a public safety risk where infiltration of stormwater could have a negative impact, such as potential seepage through fill conditions?		X
If Yes, list affected DMAs:		
Infiltration Characteristics For LID BMPs (SMR WQMP Section 2.3.3.d)		
Does the project site...	YES	NO
...have measured infiltration rates of less than 2.4 inches / hour? Riverside County may allow measure rates as low as 0.8in/hr to support infiltration BMPs, if the Engineer believes infiltration is appropriate and sustainable. Mark no, if this is the case.	X	
If Yes, list affected DMAs: DMA A		
Cut/Fill Conditions (SMR WQMP Section 2.3.3.e)		
Does the project site...	YES	NO
...have significant cut and/or fill conditions that would preclude in-situ testing of infiltration rates at the final infiltration surface?		X
If Yes, list affected DMAs:		
Other Site-Specific Factors (SMR WQMP Section 2.3.3.f)		
Does the project site...	YES	NO
...have DMAs where the geotechnical investigation discovered other site-specific factors that would preclude effective and/or safe infiltration?	X	
Describe here: DMA A		

If you answered “Yes” to any of the questions above for any DMA, Infiltration BMPs that rely solely on infiltration should not be used for those DMAs and you should proceed to the assessment for Biofiltration BMPs below. Biofiltration BMPs that provide partial infiltration may still be feasible and should be assessed in Section D.2. Summarize concerns identified in the Geotechnical Report, if any, that resulted in a “YES” response above in the table below.

³ Such a condition must be substantiated by sufficient modeling to demonstrate an impact and would be subject to County of Riverside discretion. There is not a standardized method for assessing this criterion. Water rights evaluations should be site-specific.

D.3 Feasibility Assessment Summaries

From the Infiltration, Biofiltration with Partial Infiltration and Biofiltration with No Infiltration Sections above, complete Table D-5 below to summarize which LID BMPs are technically feasible, and which are not, based upon the established hierarchy. Verify. There does not seem to be any LID Principles or tree wells being proposed.

Table D-5 LID Prioritization Summary Matrix

DMA Name/ID	LID Principles or Tree Wells	LID BMP Hierarchy			No LID (Alternative Compliance)
		1. Infiltration	2. Biofiltration with Partial Infiltration*	3. Biofiltration with No Infiltration*	
1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Includes Proprietary Biofiltration, if accepted by the Co-Permittee.

For those DMAs where LID BMPs are not feasible, provide a narrative in Table D-6 below summarizing why they are not feasible, include your technical infeasibility criteria in Appendix 5, and proceed to Section F below to document Alternative Compliance measures for those DMAs. Recall that each proposed DMA must pass through the LID BMP hierarchy before alternative compliance measures may be considered.

This is based on the clarification letter titled “San Diego Water Board’s Expectations of Documentation to Support a Determination of Priority Development Project Infiltration Infeasibility” (April 28, 2017, Via email from San Diego Regional Water Quality Control Board to San Diego County Municipal Storm Water Copermittes⁵).

Table D-6 Summary of Infeasibility Documentation

Question	Narrative Summary (include reference to applicable appendix/attachment/report, as applicable)
a) When in the entitlement process did a geotechnical engineer analyze the site for infiltration feasibility?	Yes
b) When in the entitlement process were other investigations conducted (e.g., groundwater quality, water rights) to evaluate infiltration feasibility?	Yes
c) What was the scope and results of testing, if conducted, or rationale for why testing was not needed to reach findings?	Testing was performed for the purpose of the septic tank system, and the percolation rate was 1.4 inches per hour.

⁵ <http://www.projectcleanwater.org/download/pdp-infiltration-infeasibility/>

How was this runoff factor calculated? Water Quality Management Plan (WQMP)
Temecula Cemetery

Table D-7 DCV Calculations for LID BMPs

DMA Type/ID	DMA (square feet) [A]	Post-Project Surface Type	Effective Impervious Fraction, I_e [B]	DMA Runoff Factor [C]	DMA Areas x Runoff Factor [A] x [C]	Enter BMP Name / Identifier Here		
						Design Storm Depth (in)	DCV, V_{BMP} (cubic feet)	Proposed Volume on Plans (cubic feet)
A	571,681	Mixed	0.25	0.2	114,336			
	$A_T = \Sigma[A]$		571,681		$\Sigma = [D]$	0.55	5,240	7,854

[B], [C] is obtained as described in Section 2.6.1.b of the SMR WQMP

[E] is obtained from Exhibit A in the SMR WQMP

[G] is obtained from a design procedure sheet, such as in LID BMP Design Handbook and placed in Appendix 6.

Not consistent

Complete Table D-8 below to document the Design Capture Volume and the Proposed Volume for each LID BMP. You can add rows to the table as needed. Alternatively, the Santa Margarita Hydrology Model (SMRHM) can be used to size LID BMPs to address the DCV and, if applicable, to size Hydrologic Control BMPs to meet the Hydrologic Performance Standard described in the SMR WQMP, as identified in Section E.

Table D-8 LID BMP Sizing

BMP Name / ID	DMA No.	BMP Type / Description	Design Capture Volume (ft ³)	Proposed Volume (ft ³)
1	A	Biofiltration with No Infiltration	5,240	5,674

If bioretention will include a capped underdrain, then include sizing calculations demonstrating that the BMP will meet infiltration sizing requirements with the underdrain capped and also meet biofiltration sizing requirements if the underdrain is uncapped.

Section E: Implement Hydrologic Control BMPs and Sediment Supply BMPs

See Appendix 7 for additional required information.

If a completed Table 1.2 demonstrates that the project is exempt from Hydromodification Performance Standards, specify N/A and proceed to Section G.

- N/A Project is Exempt from Hydromodification Performance Standards.

If a PDP is not exempt from hydromodification requirements than the PDP must satisfy the requirements of the performance standards for hydrologic control BMPs and Sediment Supply BMPs. The PDP may choose to satisfy hydrologic control requirements using onsite or offsite BMPs (i.e. Alternative Compliance). Sediment supply requirements cannot be met via alternative compliance. If N/A is not selected above, select one of the two options below and complete the applicable sections.

- Project is Not Hydromodification Exempt and chooses to implement Hydrologic Control and Sediment Supply BMPs Onsite (complete Section E).
- Project is Not Hydromodification Exempt and chooses to implement Hydrologic Control Requirements using Alternative Compliance (complete Section F). Selection of this option must be approved by the Copermittee.

E.1 Hydrologic Control BMP Selection

Capture of the DCV and achievement of the Hydrologic Performance Standard may be met by combined and/or separate structural BMPs. The user should consider the full suite of Hydrologic Control BMPs to manage runoff from the post-development condition and meet the Hydrologic Performance Standard identified in this section.

For the Preliminary WQMP, in lieu of preparing detailed routing calculations, the basin size may be estimated as the difference in volume between the pre-development and post-development hydrograph for the 10-year 24-hour storm event plus the V_{bmp} . This does not relieve the engineer of the responsibility for meeting the full Hydrologic Control requirements during final design.

The Hydrologic Performance Standard consists of matching or reducing the flow duration curve of post-development conditions to that of pre-existing, naturally occurring conditions, for the range of geomorphically significant flows (the low flow threshold runoff event up to the 10-year runoff event). 10% of the 2-year runoff event can be used for the low flow threshold without any justification. Higher low flow thresholds can be used with site-specific analysis, see Section 2.6.2.b of the WQMP guidance document. Select each of the hydrologic control BMP types that are applied to meet the above performance standard on the site.

- LID principles as defined in Section 3.2 of the SMR WQMP, including Tree Wells.

This seems more consistent with what is being proposed.

- Structural LID BMPs that may be modified or enlarged, if necessary, beyond the DCV.
- Structural Hydrologic Control BMPs that are distinct from the LID BMPs above. The LID BMP Design Handbook provides information not only on Hydrologic Control BMP design, but also on BMP design to meet the combined LID requirement and Hydrologic Performance Standard. The Handbook specifies the type of BMPs that can be used to meet the Hydrologic Performance Standard.

E.2 Hydrologic Control BMP Sizing

Hydrologic Control BMPs must be designed to ensure that the flow duration curve of the post-development DMA will not exceed that of the pre-existing, naturally occurring, DMA for the range of geomorphically significant flows. Using SMRHM, (or another acceptable continuous simulation model if approved by the Copermittee) the applicant shall demonstrate that the performance of the Hydrologic Control BMPs complies with the Hydrologic Performance Standard. Complete Table E-1 below and identify, for each DMA, the type of Hydrologic Control BMP, if the SMRHM model confirmed the management (Identified as “passed” in SMRHM), the total volume capacity of the Hydrologic Control BMP, the Hydrologic Control BMP footprint at top floor elevation, and the drawdown time of the Hydrologic Control BMP. SMRHM summary reports should be documented in Appendix 7. Refer to the SMRHM Guidance Document for additional information on SMRHM. You can add rows to the table as needed.

Complete

Table E-1 Hydrologic Control BMP Sizing

BMP Name / ID	DMA No.	BMP Type / Description	SMRHM* Passed	BMP Volume (ac-ft)	BMP Footprint (ac)	Drawdown time (hr)
1	A	Biofiltration with No Infiltration	<input checked="" type="checkbox"/>	0.0598	0.0198	
			<input type="checkbox"/>			
			<input type="checkbox"/>			
			<input type="checkbox"/>			

Or other continuous simulation model, compliant with the WQMP and Permit. If Tree Wells are proposed for some or all of the project, check the box for Tree Wells in Section E.1 and enter each Tree Well DMA in Table E-1 above for the BMP Name/ID, DMA No. and BMP Type/Description. For Tree Wells, leave SMRHM Passed Column and the columns to the left blank.

If a bioretention BMP with capped underdrain is used and hydromodification requirements apply, then sizing calculations must demonstrate that the BMP meets flow duration control criteria with the underdrain capped and uncapped. Both calculations must be included.

E.3 Implement Sediment Supply BMPs

The sediment supply performance standard applies to PDPs for which hydromodification applied that have the potential to impact Potential Critical Coarse Sediment Yield Areas. Refer to Exhibit G-1 of the WQMP Guidance Document to determine if there are onsite Potential Critical Coarse Sediment Yield Areas (based on on-going WMAA analysis) or Potential Sediment Source Areas (sites added through the Regional Board review process). Select one of the two options below and include the Potential Critical Coarse Sediment Yield Area Exhibit showing your project location in Appendix 7.

Biofiltration with No Infiltration Facility - Design Procedure	BMP ID	Legend:	Required Entries
			Calculated Cells
Company Name:	civTEC	Date:	
Designed by:	Tom Carcelli	County/City Case No.:	

Design Volume

Enter the area tributary to this feature $A_T = 13.1$ acres

Enter V_{BMP} determined from Section 2.1 of this Handbook $V_{BMP} = 5,231$ ft³

Estimated footprint of BMP, $Area_{BMP}$ (available space or 3% imp. area) $Area_{BMP} = 2,670$ ft²

Note: This area shall be measured at the mid-ponding depth of the BMP. For systems with side-slopes, this should be the contour that is midway between the floor of the basin and the maximum water quality ponding elevation of the basin. The underlying gravel layer for drain pipes should extend to this contour. For systems with vertical walls, the effective area is the full footprint.

Biofiltration with No Infiltration Facility Surface Area

Depth of Surface Ponding Layer (6" minimum, 12" maximum) $d_p = 12.0$ inches

Depth of Engineered Soil Media (24" to 36"; 18" if vertically constrained) $d_s = 36.0$ inches

Design Media Filtration Rate (2.5 in/hr) $I_{design} = 2.5$ in/hr

Allowable Routing Period, $T_{routing}$ (5 hrs) $T_{routing} = 5.0$ hr

Effective Biofiltration Depth, d_{E_bio}
 d_{E_bio} (ft) = $(d_p + (0.3 \times d_s) + (I_{design} \times T_{routing}))$ (ft) $d_{E_bio} = 2.9$ ft

Effective Static Depth, $d_{E_bio_static}$
 $d_{E_bio_static}$ = $(d_p + (0.3 \times d_s))$ (ft) $d_{E_bio_static} = 1.9$ ft

$V_{biofiltered} = d_{E_bio} \times Area_{BMP}$ $V_{biofiltered} = 7854.3$ ft³

$V_{biofiltered_static} = d_{E_bio_static} \times Area_{BMP}$ $V_{biofiltered_static} = 5073.0$ ft³

Sizing Option 1 Result

Criteria 1: $V_{biofiltered}$ (with routing) $\geq 150\%$ of V_{BMP} Results: **PASS**

Sizing Option 2 Result

Criteria 2: $V_{biofiltered_static} \geq 0.75 \times V_{BMP}$ Results: **PASS**

Note

If neither of the inherently iterat Since the Tributary area is over 5 acres the basin should be designed to be consistent with the Large Bioretention BMP Facilities (Section 3.7 of the Santa Margarita WQMP LID Design Handbook).

Show site location

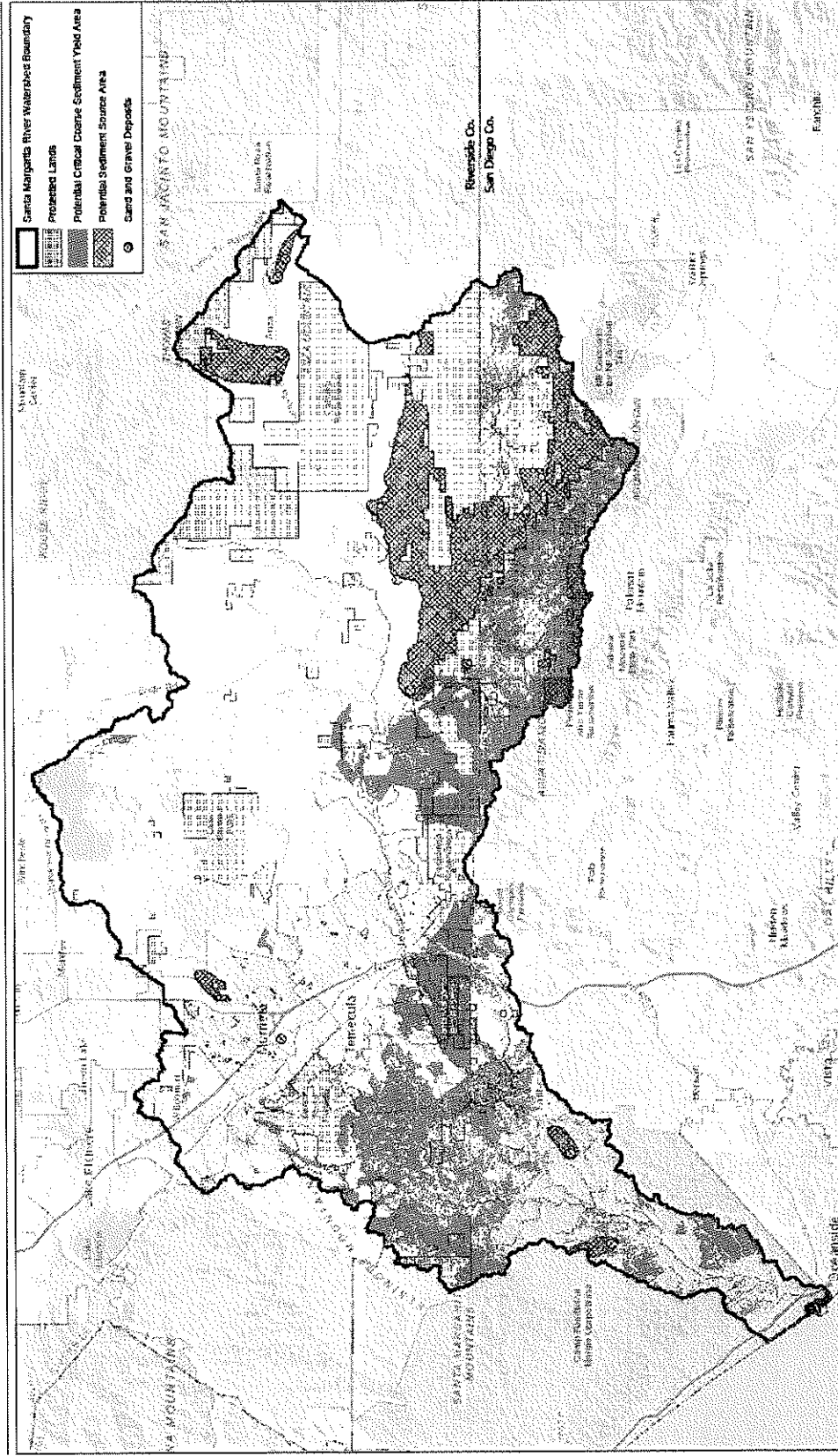


Exhibit G-1 SANTA MARGARITA RIVER WATERSHED
POTENTIAL CRITICAL COARSE SEDIMENT YIELD AREAS AND POTENTIAL SEDIMENT SOURCE AREAS

out of date BMP Agreement. Replace with the current agreement.

15. Any notice to a party required or called for in this Agreement shall be served in person, or by deposit in the U.S. Mail, first class postage prepaid, to the address set forth below. Notice(s) shall be deemed effective upon receipt, or seventy-two (72) hours after deposit in the U.S. Mail, whichever is earlier. A party may change a notice address only by providing written notice thereof to the other party.

COVENANTOR/OWNER NAME:

COUNTY:

Riverside County Department of Transportation
Attn: Transportation Director
4080 Lemon Street
Riverside, CA

**COUNTY OF RIVERSIDE
TRANSPORTATION DEPARTMENT**

COVENANTOR/OWNER

Patricia Romo, P.E. Date
Director of Transportation

Signature of Covenantor/Owner

(Print Name)

(Attest) Date

(Print Title)

Attach Notary

Recorded at the request of: COUNTY
OF RIVERSIDE TRANSPORTATION
DEPARTMENT

THIS INSTRUMENT IS FOR THE BENEFIT
OF THE COUNTY OF RIVERSIDE AND
ENTITLED TO BE RECORDED WITHOUT
FEE.(GOV. CODE 6103)

RETURN TO:
RIVERSIDE COUNTY TRANSPORTATION
DEPARTMENT.
4080 Lemon Street, 8th Floor
Riverside, CA 92501

**COVENANT AND AGREEMENT REGARDING WATER QUALITY
MANAGEMENT PLAN BMP, CONSENT TO INSPECT, MAINTENANCE AND
INDEMNIFICATION**

APN: _____ PROJECT No. _____ IP No. _____

OWNER(S): _____

PROPERTY ADDRESS: _____

LEGAL DESCRIPTION: _____

THIS AGREEMENT is made and entered into in Riverside County, California,
this ____ day of _____ Year_____, by and between _____,

(hereinafter referred to as "Covenantor" or "Owner") and the COUNTY OF RIVERSIDE via
its Department of Transportation, a political subdivision of the State of California
(hereinafter referred to as "County").

RECITALS

WHEREAS, the Covenantor owns real property ("Property") in the County of Riverside,
State of California, more specifically described in Exhibit "A" and depicted in Exhibit "B",
each of these exhibits is attached, and incorporated herein by this reference;

WHEREAS, the County is the owner of interests in that certain real property within the
unincorporated area of the County of Riverside, State of California, containing storm drains,
pipelines, and related appurtenances constituting the County's municipal separate storm
sewer system (the County's "MS4");

WHEREAS, Covenantor intends to develop, improve, and/or use the Property in such a way that approval by the County for such development, improvement, and/or use is required pursuant to applicable laws;

WHEREAS, As a condition for said approval by the County, County required Covenantor, and Covenantor desires to, restrict the use of the Property according to the conditions, covenants, equitable servitudes, and restrictions contained herein for the express benefit of the County's MS4, which include requirements that the Property incorporate post construction on-site stormwater quality control measures;

WHEREAS, the Covenantor/Owner has chosen to install one or more _____

hereinafter referred to as "Device", as the on-site control measure to minimize pollutants in urban runoff;

WHEREAS, said Device has been installed in accordance with plans and specifications accepted by the County;

WHEREAS, said Device, with installation on private property is a private facility with all maintenance or replacement, therefore, the sole responsibility of the Covenantor/Owner in accordance with the terms of this Agreement;

WHEREAS, the Covenantor/Owner is aware that periodic and continuous maintenance, including, but not necessarily limited to, filter material replacement and sediment removal, is required to assure peak performance of Device and that, furthermore, such maintenance activity will require compliance with all Local, State, or Federal laws and regulations, including those pertaining to confined space and waste disposal methods, in effect at the time such maintenance occurs;

NOW THEREFORE, incorporating the foregoing Recitals and in consideration of the covenants and conditions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and expressly for the benefit of, and to bind, their successors in interest, the parties hereto agree as follows:

1. Covenantor/Owner hereby provides the County or County's designee complete access to the Device and its immediate vicinity and such access onto the property to permit access to the device at any time, upon twenty-four (24) hour advance notice in writing, of any duration for the purpose of inspection, sampling and testing of the Device. County shall make every effort at all times to minimize or avoid interference with Owner's use of the Property.

2. Covenantor/Owner shall use its best efforts diligently to maintain the Device in a manner assuring peak performance at all times. All reasonable precautions shall be exercised by Owner and Owner's representative or contractor in the removal and extraction of material(s) from the Device and the ultimate disposal of the material(s) in a manner consistent with all relevant laws and regulations in effect at the time. As may be requested

from time to time by the County / Regional Water Quality Control Board (RWQCB), the Owner shall provide the RWQCB with documentation identifying the material(s) removed, the quantity, and disposal destination.

3. In the event Covenantor/Owner, or its successors or assigns, fails to accomplish the necessary maintenance contemplated by this Agreement, within five (5) days of being given written notice by the County, the County is hereby authorized to cause any maintenance necessary to be done and charge the entire cost and expense to the Owner or Owner's successors or assigns, including administrative costs and interest thereon at the maximum rate authorized by the Civil Code from the date of notice of expense until paid in full.

4. The County may require the Covenantor/Owner to post security in a form and for a time period satisfactory to the County to guarantee the performance of the obligations stated herein. Should the Owner fail to perform the obligations under this Agreement, the County may, in the case of a cash deposit, certificate of deposit or letter of credit, act for the Owner using the proceeds from it, or in the case of a surety bond, require the sureties to perform the obligations of the Agreement.

5. The County may, but shall not be obligated to, enforce this Agreement by a proceeding at law or in equity against any person or persons violating or attempting to violate any condition, covenant, equitable servitude, or restriction provided for herein, either to restrain such violation or to recover damages.

6. This Agreement constitutes the entire agreement and understanding between the parties with respect to the subject matter of this Agreement and supersedes all prior or contemporaneous agreements and understandings with respect to the subject matter hereof, whether oral or written.

7. If any part of this Agreement is declared by a final decision of a court of competent jurisdiction to be invalid for any reason, such shall not affect the validity of the rest of the Agreement. The other parts of this Agreement shall remain in effect as if this Agreement had been executed without the invalid parts(s). The parties declare that they intend and desire that the remaining parts of this Agreement continue to be effective without any part(s) that have been declared invalid.

8. This Agreement may be executed in counterparts, each of which so executed shall, irrespective of the date of its execution and delivery, be deemed an original, and all such counterparts together shall constitute one and the same instrument.

9. This Agreement shall be recorded in the Office of the Recorder of Riverside County, California and shall constitute notice to all successors and assigns of the title to said Property of the obligation herein set forth.

10. In the event of legal action occasioned by any default or action of the Covenantor/Owner, or its successors or assigns, then the Covenantor/Owner and its

15. Any notice to a party required or called for in this Agreement shall be served in person, or by deposit in the U.S. Mail, first class postage prepaid, to the address set forth below. Notice(s) shall be deemed effective upon receipt, or seventy-two (72) hours after deposit in the U.S. Mail, whichever is earlier. A party may change a notice address only by providing written notice thereof to the other party.

COVENANTOR/OWNER:

COUNTY:

Riverside County Department of Transportation
Attn: Transportation Director
4080 Lemon Street, 8th Floor
Riverside, CA

**COUNTY OF RIVERSIDE
TRANSPORTATION DEPARTMENT**

COVENANTOR/OWNER

Mark Lancaster, P.E. Date
Director of Transportation

Company/Corporation/Partnership

(Attest) Date

(Print Name)

(Print Name)

(Print Title)

(Print Title)

Attach Notary

3.7 Guidance for Large Bioretention/Biofiltration BMP Facilities

No BMP worksheet is provided. For use, include designs on the WQMP site map with a cross section. Adequate details on the grading plans are required to demonstrate the project design incorporates all of the applicable design criteria.

Applicability	Large sites, multi-parcel sites, BMPs treating greater than 5 acres This fact sheet is intended to be used in combination with Fact Sheet 3.4, 3.5, or 3.6 to provide guidance for how to scale up the design of small scale features to larger scale basins
LID BMPs	Bioretention, Biofiltration with Partial Infiltration, and Biofiltration with No Infiltration

Limits on Use and Applicability

This fact sheet provides guidance for the design, installation, and maintenance of regional scale bioretention/biofiltration Best Management Practices (BMPs) for large multi-parcel projects. The requirements included in this fact sheet are in addition to, those specified in the LID BMP Handbook Fact Sheets for Bioretention (3.4), Biofiltration with Partial Infiltration (3.5), and Biofiltration with No Infiltration (3.6). The user will still need to refer to those fact sheets. This fact sheet then provides additional or overriding criteria for facilities that are designed at a larger scale. These additional criteria are necessary to address unique design challenges associated with larger facilities.

Use of regional scale facilities is at the discretion of the Copermittee. Before continuing with design of regional scale facilities, PDPs shall consult with the Copermittee with jurisdiction over the project site.

Categories of Regional Bioretention/Biofiltration Facilities

The same categories of regional bioretention/biofiltration facilities apply at a regional scale and need to be selected based on the feasibility criteria at the location.

- Bioretention (full infiltration) – Fact Sheet 3.4
- Biofiltration with partial infiltration – Fact Sheet 3.5
- Biofiltration (no infiltration/limited infiltration) – Fact Sheet 3.6

Using a regional facility does not preclude the requirement to evaluate infiltration feasibility criteria. Large facilities require a thorough and detailed assessment of the sites underlying infiltration rates and geotechnical environment. Refer to the Santa Margarita Watershed WQMP for complete feasibility analysis requirements.

Basic Design Requirements and Provisions

Basin Guidelines

All regional facilities shall be designed in accordance with the “Basin Guidelines” included in Appendix C of the LID BMP Handbook. Section 1 of the “Basin Guidelines” presents guidelines

GUIDANCE FOR LARGE BIORETENTION/BIOFILTRATION BMP FACILITIES

and standards for the design and maintenance of water quality basins used within Riverside County including provisions for:

- General Criteria
- Geotechnical Reports
- Basin Grading Parameters
- Setbacks
- Outlet Structures and Spillways
- Maintenance Access
- Landscaping
- Fencing, and
- Additional Requirements

Site Geotechnical Investigation

A site-specific geotechnical investigation is required to determine subsurface conditions, infiltration rates, the seasonal high ground water elevation (SHGWE), and impacts to site environs as listed in the Feasibility Criteria. The investigation must be conducted by or under direct supervision of a State of California-licensed engineering geologist, geotechnical engineer, or civil engineer with experience in geotechnical engineering, and in compliance with the *SMR WQMP*. The Geotechnical Report shall meet the minimum requirements of the “Basin Guidelines” and provide the following additional information:

- Infiltration rates (in accordance with the “Infiltration Testing Guidelines” included in Appendix A)
- Seasonal high groundwater levels
- Potential for groundwater mounding below the facility or down gradient
- Geotechnical hazards
- Other impacts to site environs, such as water balance impacts on biological resources
- Utilities

Summary of BMP Design Parameters

The BMP design parameters contained in the respective fact sheets for Bioretention, Biofiltration with Partial Infiltration, and Biofiltration with No Infiltration apply to the design of large scale facilities of the same type; however, additional criteria also apply. Table 1 below provides a summary of the standard and augmented design components required for large scale facilities. Where augmented components are specified, additional design criteria are provided in this fact sheet to augment the criteria in the standard fact sheets.

GUIDANCE FOR LARGE BIORETENTION/BIOFILTRATION BMP FACILITIES

Table 1. Design Requirements for BMP Components

Component	Design Requirements
Pretreatment	Augmented
Cross Section Geometry	Augmented
Overflow	Augmented
Engineered Soil Media	Standard
Subsurface Storage Layer	Standard
Underdrain	Augmented
Energy Dissipation	Augmented
Internal Flow Distribution	Augmented
Media Properties and Outlet Control	Augmented
Landscaping	Standard
Vector Control	Standard
Maintenance Access	Augmented
Construction Considerations	Augmented
Sizing	Standard

Augmented Design Requirements for Regional Scale Facilities

This section contains the augmented design parameters and requirements that are unique to Large Bioretention/Biofiltration Facilities. These provisions help to maintain BMP function and performance in larger facilities and provide additional storage and routing options that are not applicable to smaller scale facilities.

Cross Section Geometry

The following design parameters for regional scale facilities shall be used in place of the corresponding parameters for standard facilities:

- The ponding depth above the engineered soil media shall not exceed 3 feet or the maximum depth that can be drained in 72 hours. A shorter drawdown time may be specified if necessary to support the selected vegetation.
- The engineered soil media shall be a minimum of 2 feet deep.
- Side slopes shall conform to the Basin Guidelines in Appendix C.

Pretreatment

Pretreatment shall be provided in order to reduce the sediment load entering the facility and to maintain the infiltration/filtration rate of the basin. This is more critical for regional facilities as they tend to be deeper and therefore have a larger sediment load per unit area of media.

Where feasible, the following pre-treatment approach is recommended:

- Stabilization or bypass of all exposed soil areas in the watershed.

GUIDANCE FOR LARGE BIORETENTION/BIOFILTRATION BMP FACILITIES

- Use of a manufactured pre-treatment system with a GULD certification for “pre-treatment” or “basic treatment” per Washington State TAPE Program. Currently approved products are here:
<http://www.ecy.wa.gov/programs/wq/stormwater/newtech/technologies.html>. Use Internet Explorer for this web page.

The minimum pretreatment mechanism shall be a sedimentation basin or forebay with a volume equivalent to 20 percent of the BMP volume and shall be separated by a berm with a height of at least half of the total ponding depth of the facility.

Overflow

Regional facilities shall conform to the requirements included in the “Basin Guidelines” (Appendix C). These guidelines provide guidance for the design of outlet structures and spillways.

Underdrain

Hydraulic calculations shall be used to determine necessary size of underdrains. It should not be assumed that the 6-inch diameter default for smaller systems will be adequate for larger systems. Subdrains shall be sloped with positive drainage of at least 0.5%.

Rigid non-perforated observation pipes with a diameter equal to the underdrain diameter shall be connected to the underdrain every 50 feet to provide a clean-out port as well as an observation well to monitor dewatering rates.

- The wells/cleanouts shall be connected to the underdrain with the appropriate manufactured connections.
- The wells/cleanouts shall extend 6 inches above the top elevation of the bioretention facility mulch, and shall be capped with a lockable screw cap. Cleanouts may be integrated with vents, in which case the vent should extend above the facility high water line.
- The ends of underdrain pipes not terminating in an observation well/cleanout shall be capped.

Energy Dissipation

Energy dissipation must be provided to prevent erosion of the engineered soil media layer. Internal erosion is a greater risk for larger BMPs due to the higher flow rates and velocities routed to them. Energy dissipation is required meeting the following provisions:

1. All significant inlets shall enter the sediment forebay, if a sediment forebay is provided as the required pretreatment device. Significant inlets include any piped, channeled or conveyed inlets. If a forebay is not provided, a stilling well is recommended.
2. Energy dissipation shall be provided at each inlet to the facility (including curb-cuts) and shall be engineered to control the velocity of inflows to less than 2 feet per second to prevent scour of the media bed.

GUIDANCE FOR LARGE BIORETENTION/BIOFILTRATION BMP FACILITIES

3. Woody plants (trees, shrubs, etc.) shall not be placed directly in the entrance flow path, but may be used in other portions of the regional facility.

Side Slope Erosion Control

Side slopes of regional facilities can contribute large sediment loads if not fully stabilized prior to commissioning of the system. The design and construction phasing shall demonstrate how side slopes will be stabilized to minimize erosion. Example design approaches include:

- Revegetation with dense grass, including irrigation
- Flexible soil armoring grid products combined with revegetation

Flow Distribution System

An internal flow distribution system should be considered to convey pre-treated inflows more evenly across the media bed. This helps avoid scour caused by concentrated flow of water over the media surface near the inlet. It is also desirable to avoid short circuiting¹. Example design approaches for flow distribution include:

- Design a distribution channel or perforated pipe around a portion of the perimeter (1/2 to 2/3 of the perimeter of the system) and internal to the facility, where needed, to distribute flows within the facility.
- A distribution channel could consist of shallow swale (3 to 6 inches deep) in the media bed, armored with turf reinforcement matting, other geotextile, or cobbles, to withstand higher velocities.
- The distribution system should be designed to drain completely between storm events.

Media Bed Hydraulics and Outlet Control

The following design approach for media outlet control should be considered to help improve filtration processes and media longevity for systems that are designed as biofiltration (with or without partial infiltration)

1. An outlet-controlled underdrain system, consisting of an orifice or other flow control device that controls the rate at which water discharges from the system underdrain.²

¹ Short-circuiting of flows refers to a disproportionately high fraction of the total filtration occurring in the immediate vicinity of the inlet. These conditions are undesirable as this can overwhelm biological functions and treatment processes in the areas receiving the majority of the flow and result in lower treatment performance on average.

² When an outlet-controlled underdrain is used, the rate of flow through the media is controlled by the rate that water can discharge from the underdrain orifice rather than the filtration rate of the media. The filtration rate of the media may vary spatially and will change with time. The use of an outlet controlled underdrain promotes more uniform infiltration across the media bed and longer average contact time with the biofiltration media. It also allows

GUIDANCE FOR LARGE BIORETENTION/BIOFILTRATION BMP FACILITIES

2. When an outlet control is used, the initial media permeability may be higher (20 to 80 in/hr).
3. The outlet control is then designed such that the average infiltration rate through the media (i.e., the rate at which water passes through the media; as controlled by the outlet, not by the saturated hydraulic conductivity of the media) is approximately 2.5 to 5 in/hr.
4. The facility must drain freely to an acceptable discharge point.
5. If the design configuration has potential for trapped air in the underdrain system to interfere with infiltration through the media bed (i.e., an “airlock”), it may be necessary to vent at an elevation above the high water line.

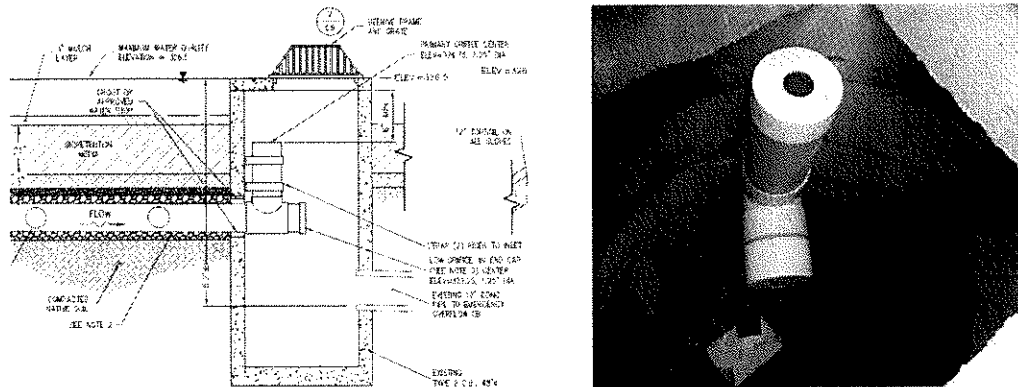


Figure 1. Example Outlet Control Structure

Design for LID and Hydromodification Control

Large bioretention/biofiltration basins can be designed for both LID and hydromodification control. Figure 2 shows schematics of how LID and hydromodification designs can be integrated.

the biofiltration media to be designed with a higher initial saturated hydraulic conductivity, such that a greater degree of clogging can occur before maintenance of the media bed is required.

GUIDANCE FOR LARGE BIORETENTION/BIOFILTRATION BMP FACILITIES

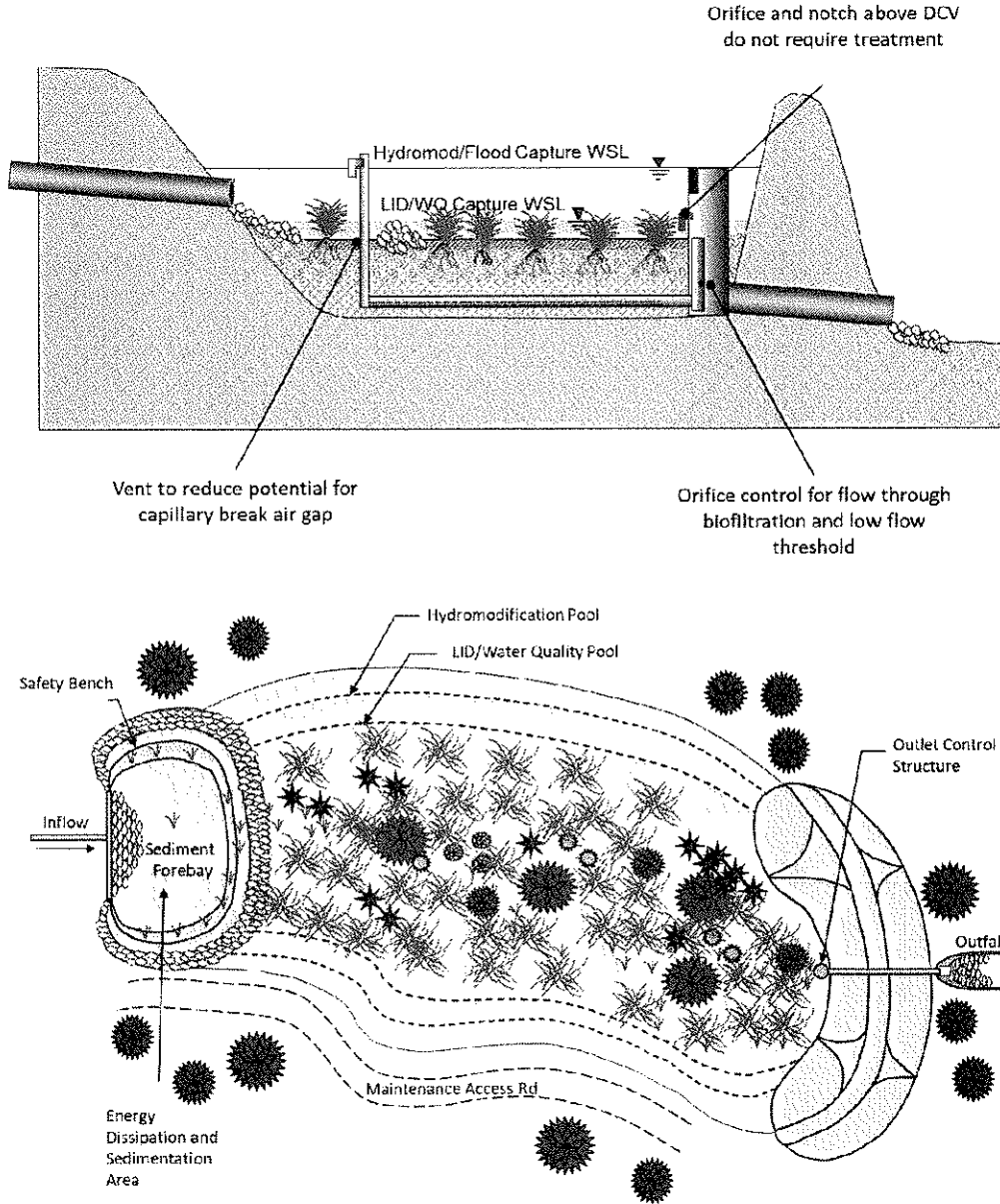
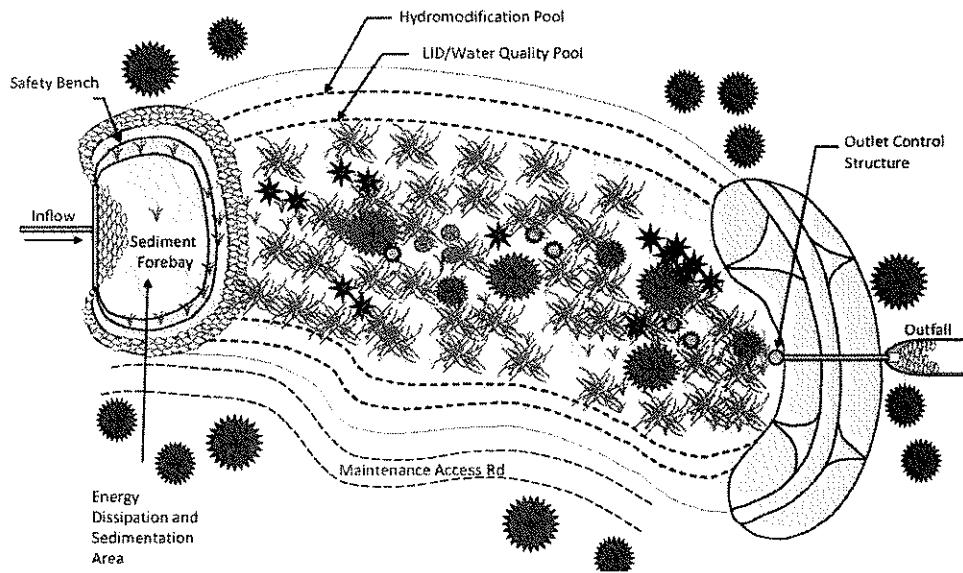
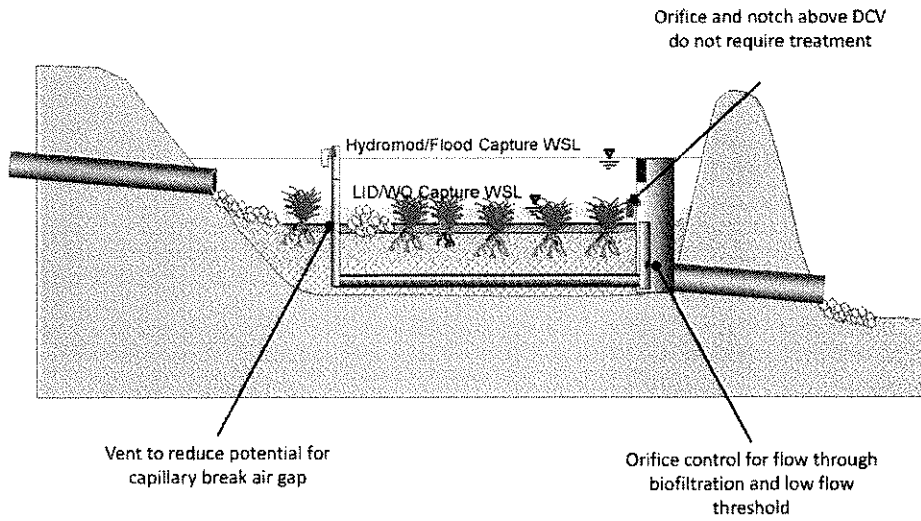


Figure 2. Example Schematic of Combination LID/Hydromodification Basin

Maintenance Access

Access for maintenance activities shall be provided as outlined in the "Basin Guidelines."



2

GUIDANCE FOR LARGE BIORETENTION/BIOFILTRATION BMP FACILITIES

Construction Considerations

The following factors should be considered in construction of regional facilities. These criteria are not intended to be comprehensive or replace the need for complete construction specifications consistent with standard engineering practices and applicable standards.

1. Irrigation should be considered to provide for robust plant establishment and growth and help improve long term permeability of the soil
2. Regional bioretention/biofiltration facilities should not be hydraulically connected to the storm drain system until all contributing drainage areas are stabilized (e.g., with stable vegetative cover or pavement) or are controlled with robust erosion and sediment controls. For phased projects, where interim conditions include sediment producing open space and/or graded pads that will be under construction after the facility is brought online, a high level of sediment control must be provided. It is preferred to bypass any areas that are still under construction or otherwise not stabilized.
3. To preserve and avoid the loss of infiltration capacity, the following construction guidelines should be specified:
 - Provisions address sedimentation, per above.
 - Compaction of the subgrade with heavy equipment should be minimized to the maximum extent possible. If the use of heavy equipment on the base of the facility cannot be avoided, the infiltrative capacity should be restored by tilling or aerating prior to placing the infiltrative bed.
 - If a full infiltration design is proposed, the exposed soils should be inspected by a geotechnical engineer after excavation to confirm that soil conditions are suitable.
4. Batch-level testing of bioretention soil media should be considered. For regional systems including large quantities of soil, batch level testing can help control variability between batches.
5. In-situ testing of bioretention soil media, such as with a single ring infiltrometer, should be considered on a specified interval. This can help confirm that placement methods are not resulting in significant loss of permeability.
6. The use of treated wood or galvanized metal anywhere inside the facility is prohibited.
7. As discussed above, side slopes of the basin should be well stabilized to avoid erosion onto the media bed.
8. An establishment period for vegetation should be specified in the construction plans or landscape contractor agreements.

Sizing Methodologies

In general, the sizing methods described in Fact Sheet 3.4, 3.5, and 3.6 are applicable.

GUIDANCE FOR LARGE BIORETENTION/BIOFILTRATION BMP FACILITIES

Augmented Maintenance Considerations

Maintenance activities described in Fact Sheet 3.4, 3.5, and 3.6 are generally applicable. When developing the O&M Plan for regional facilities, additional consideration should be given to the scale of the regional facilities. For example:

- Maintenance may require larger or specialized equipment compared to normal bioretention/biofiltration maintenance.
- Access drive isles within the media bed may be needed. These drive isles could be reinforced with geotextiles, such as grid paver filled with gravel or BSM, to maintain permeability while supporting maintenance vehicle access.
- Methods that are allowable for maintenance may need to be specified (e.g., limitations on vehicle traffic on the media bed)
- A rotating maintenance cycle across different parts of the facility may be appropriate. This helps limit the impact to overall treatment processes when vegetation or media needs to be periodically replaced. For example, one third of the system could experience more intensive maintenance each year.