**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR/ ANNUAL MEETING**

**41911 C St, Temecula, Ca 92592**

**July 15, 2021 @ 8:00 a.m.**

**MINUTES**

1. **CALL TO ORDER:**@8:00 a.m. by Trustee Qualm-
2. **PLEDGE OF ALLEGIANCE:** Trustee Qualm
3. **ROLL CALL**

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

**MOTIONS TO EXCUSE:** None

**VISITORS: Don Turcotte- made a small presentation to the Board as to the timeline with the transportation Department to assume a grading permit and construction permit.**

**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 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.

1. **CONSENT CALENDAR: A motion was made by Trustee Vanderhaak to accept the Consent Calendar as presented, it was seconded by Trustee Dugan and passed with a 5/0 vote.**

All matters on the Consent Calendar are considered routine and may all be approved by one motion. Any member of the Board or the public may request an item be removed from the Consent Calendar for discussion or separate action. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items shall be considered immediately following action on the remaining items on the Consent Calendar.

1. **APPROVAL OF MINUTES**

R*ecommendation:* That the Board approve the minutes of the Regular Board Meeting of June 17,2021

1. **APPROVAL OF CHECK REGISTERS**

*Recommendation:* That the Board approves the June-2021 Check Register Nos. 101100, 101200 and 101300.

1. **APPROVAL OF BOOKKEEPER REPORT**

*Recommendation:* That the Board receives and files the

June 2021 Bookkeeper Reports.

1. **ACTION ITEMS:**
2. **CSDA NOMINATIONS; A motion was made by Trustee Reese to nominate Rachal Mason, seconded by Trustee Vanderhaak and passed with a 5/0 vote.**

*Recommendation:* That the Trustees read the 9 candidate statements attached and direct the manager as to who you would like to vote for as a Board.

1. **CSDA ANNUAL CONFERENCE -MONTEREY: A motion was made by Trustee Dugan to arrange for the two Trustees Reese and Davis to attend the Annual Conference on behalf of the District, the motion was seconded by Trustee Reese and passed with a 5/0 vote.**

*Recommendation:* The two Trustees signed up to go are Trustee Davis and Trustee Reese- reports will be brought back to the August Board meeting.

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1. **MICHAEL BAKER AND COUNTY OF RIVERSIDE TRANSPOTATION: A motion was made by Trustee Dugan to continue with the progress on receiving a grading permit, the motion was seconded by Trustee Vanderhaak and passed with a 5/0 vote.**

*Recommendation:* Trustees to see the progress taking place on the entry road.

1. **FINANCIAL REPORTS: A motion was made by Trustee Reese to receive and file the June financials, seconded by Trustee Vanderhaak and passed with a 5/0 vote**

A. June 2021 Balance Sheet

B. June 2021 Profit and Loss

C. June 2021 Stifel Investments; principal and interest

D. Draft Budget #3 with revisions

**7. GENERAL MANAGERS REPORTS: Trustees Dugan and Qualm will be attending the CAPC conference along with Foreman Joe Sands.**

1. June 2021 Revenues

B. June 2021 Plot Inventories

C. June2021 Depletion

D. June Calendar

E. CAPC Annual Conference

F. Peacock Engineering current proposal for the preset of 430 single vaults on the Rancho Highlands association land if acquired.

**8.GENERAL COUNSEL REPORTS: Gustavo Lamanna**

**9. FISCAL YEAR 2021-2022 SUBCOMMITTEES:**

1. 52-acre Cemetery Property (**Vanderhaak-Davis)**
2. Landscape Plan (**Dugan-Qualm**)
3. Cenotaph/ Ossuary (**Vanderhaak-Reese**)

D. Conférence Liaison (**Davis-Dugan**)

E. Polices (**Qualm-Davis**)

F. General Price List (**Qualm-Reese**)

G. Investments (**Davis-Reese**)

**10.** **FUTURE TRUSTEE AGENDA ITEMS:**

General Contractors

Dry Utilities

RCWD

Transportation

Stewart Title

**11.CLOSED SESSION ITEMS:**

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED INITIATION OF LITIGATION**

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

1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Significant Exposure to Litigation

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

**C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

**(Pursuant to Government Code Section #54957)**

Title: District Manager

**D**. **Closed Session Announcement: Report out in open meeting**

**12**. **BOARD COMMENT:**

**General Managers Review.**

**A motion was made by Trustee Davis to give the GM a 7% merit increase along with a $1,000.00 incentive pay to stay with the District. The motion was seconded by Trustee Dugan and passed with a 5/0 vote.**

**3rd Draft Budget will need to be revised to acknowledge increase and brought back to the August Board Meeting.**

**13**. **ANNOUNCEMENTS:**

**GOING INTO THE ANNUAL MEETING FOLLOWING A SMALL BREAK.**

**No business was conducted at The Annual Meeting, therefore there is nothing to report out.**

**14**. **ADJOURNMENT: 12:00 pm**

**1st Motion: Trustee Davis**

**2nd Motion: Trustee Reese**

**All in Favor: 5/0**

Next Regular Board Meeting – August 19, 2021