

**TEMECULA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING**

**41911 C STREET
TEMECULA, CALIFORNIA 92592**

May 28, 2015

8:00 a.m.

MINUTES

1. CALL TO ORDER @ 8:02 A.M

2. PLEDGE OF ALLEGIANCE Led by Trustee Miller

3. ROLL CALL

- ❖ Chair Dugan, Vice Chair Vanderhaak, Trustee Miller, Trustee Qualm, General Manager, Cindi Beaudet
- ❖ Motions To Excuse: Trustee Struikmans, **Motion was made by Trustee Qualm to excuse Trustee Struikmans, seconded by Trustee Miller and passed 4/0.**
- ❖ Visitors: Nancy Hughes, Rancon Real Estate, Don Turcotte, Southwest Construction, **received notification of their absence.**
- ❖ Public Comments: **8:03-8:04 a.m.**

At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. Request must be submitted in person prior to the start of the meeting. Each individual will be allowed 5 minutes to address the Board of Trustees; in accordance with State Law, (Brown Act) all items to be acted on must be posted 72 hours in advance.

4. CONSENT CALENDAR Motion was made by Trustee Miller to accept the consent calendar as presented, seconded by Trustee Vanderhaak and passed 4/0

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

A. Approval of Minutes

Recommendation: That the Board approve the minutes of the Regular Board Meeting of April 23, 2015.

B. Approval of Check Registers

Recommendation: That the Board approve the April 2015 Check Register Nos. 101100, 101200 and 101300.

C. Approval Bookkeeper Report

Recommendation: That the Board receive and file the April 2015 Bookkeeper Report.

5. ACTION ITEMS

A. Compensation and Reimbursement Trustee Vanderhaak approved the verbiage change in item 3.1.9, Failure to submit such forms in a timely manner ~~may~~, "will", seconded by Trustee Dugan and passed 4/0

Recommendation: That the Board of Trustees considers a revision to the expense reimbursement 3.1.9

B. Gift Limit and Conflict of Interest Discussion

Recommendation: That the Board of Trustees is given these items for their personal Trustee binder.

C. Purchasing Procedures Trustee Dugan will review with Trustee Struikmans and bring it back to the June 18, 2015 meeting

Recommendation: That the Board of Trustees reviews the new policy and comes back with a motion to approve or motion for changes.

D.CSDA Finance Corporation

Recommendation: That the Board of Trustees submits for a no-cost, no-obligation quote.

E. Cox Valdez & Silbermann Motion was made by Trustee Miller to contract with Cox Valdez and Silbermann, seconded by Trustee Qualm and passed 4/0

Recommendation: That the Board of Trustees approves the 2015-2016 Fiscal Year audit to be completed by the firm of Cox Valdez & Silbermann at the cost of \$10,000.00, this fee has not increased as of last year's budget.

F.SDRMA BOD ELECTION

Recommendation: That the Board of Trustees selects a candidate

6. GENERAL MANAGER'S REPORTS Motion was made to receive and file the April financials by Trustee Miller, seconded by Trustee Vanderhaak, passed 4/0

A. Financial Report

- i. April 2015 Balance Sheet
- ii. April 2015 Profit and Loss
- iii. April 2015 Wells Fargo Investments

B. April 2015 Revenues

C. April 2015 Plot Inventory

D. April 2015 Calendar

E. May and June 2015 Chamber Calendar

F. Grounds report

G. Operations Report

- ❖ Have purchased a new mower, will surplus out the other mower prior to offering it to the public.

H. Legislation Days

- ❖ May 19-20, Reports provided by Trustee Miller.

I. May 25th Memorial Day Service

❖ Trustee feedback

J. Lake Elsinore Storm Game Night August 8th, Additional Guest \$22.00 each

7. GENERAL COUNSEL REPORTS

Granddaughter for Rita Parker made first installment payment

8. SUBCOMMITTEE REPORTS

- A. 52 acre Cemetery Property (Dugan/ Qualm)
- B. Five Year Landscape Plan (Vanderhaak/ Beaudet)
- C. Cenotaph (Miller / Struikmans)
- D. Investment (Qualm/Vanderhaak)
- E. Conference Liaison (Miller/ Struikmans)
- F. Policies (Struikmans / Dugan)
- G. General Price List (Vanderhaak / Beaudet)

9. CLOSED SESSION ITEMS

None

- A. Closed Session Announcements

10. FUTURE TRUSTEE AGENDA ITEMS

Cal- Pers Medical Resolution, **Include in next month's agenda**
Research for Life
Annual Planning Meeting July 25, 2015 10:00-3:00
Local Area Meeting September 2015 hosted by TPCD

11. BOARD COMMENTS

LAFCO Discussion
Trustees dealing with constituent's complaints

12. ANNOUNCEMENTS

A. Next Regular Board Meeting – June 18, 2015

13. ADJOURNMENT

Motion was made by Trustee Vanderhaak to adjourn the regular meeting at 9:24 a.m., seconded by Trustee Qualm and passed 4/0