**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**July 21, 2016**

**8:00 a.m.**

**MINUTES**

1. **Call To Order : 8:00 a.m.**
2. **Pledge of Allegiance,** Led by Trustee Miller
3. **Roll Call**
* Chair Dugan, Vice Chair Vanderhaak, Trustee Miller, Trustee Qualm, Trustee Struikmans General Manager, Cindi Beaudet , Foreman, Joe Sands
* **Motions To Excuse: None**
* **Visitors:** Don Turcotte, Southwest Construction, ~~Steve Quintanilla Attorney at Law~~
* **Public Comments 8:01-8:18, with no one from the public we closed 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. Each individual will be allowed 15 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, Motion was made to accept the consent calendar as presented, motion made by Trustee Vanderhaak seconded by Trustee Struikmans and passed 5/0.**

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

1. **Approval of Minutes**

R*ecommendation:* That the Board approve the minutes of the Regular Board Meeting of June 16, 2016.

That the Board approve the minutes of the Annual Board Meeting of June 23, 2016 with attached corrections.

1. **Approval of Check Registers. On the question, southwest contractors.**

*Recommendation:* That the Board approve the June 2016 Check Register Nos. 101100, 101200 and 101300.

 C. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the June 2016 Bookkeeper Report.

**D. Approval of Managers Contract**

*Recommendation:* That the Board approves the contract of General Manager for the F.Y of 2016-2017

1. **Action Items**

A. LAFCO BALLOT, **Motion was made by Trustee Vanderhaak to nominate Kristin Bloomer for the LAFCO seat, seconded by Trustee Struikmans and passed 5/0**

*Recommendation:* That the Board of Trustees upon motion nominate Kristin Bloomer from Desert Water Agency

**On the question what are the charges if any being a LAFCO Board member**

B. Cox Valdez and Silberman**, Motion was made by Trustee Miller to accept Cox Valdez and Silbermann as our 2016-2017 Auditors, seconded by Trustee Qualm and passed 5/0**

*Recommendation:* That the Board of Trustees reads and accepts the engagement letter of Cox Valdez and Silberman for the F.Y audit of 2015-2016

***On the question, get bids from other auditors for comparison for the next fiscal year.***

C. Trustee Stephen Struikmans, **Motion was made by Trustee Vanderhaak to nominate Trustee Struikmans for CAPC Honorary Member, seconded by Trustee Miller and passed 5/0.**

*Recommendation:* That the Board of Trustees nominate Pastor Stephen Struikmans as an Honorary Member with CAPC.

1. **Financial Report**

A. June 2015-2016 Balance Sheet

B. June 2015-2016 Profit and Loss

**Motion was made to receive and file for the auditors the June financials, motion made by Trustee Miller, seconded by Trustee Struikmans and passed 5/0.**

C. Fiscal Year 2016/2017 **Final Proposed Budget #4**

**Motion was made to accept the final fiscal year 2016-2017proposed budget, motion was made by Trustee Struikmans, seconded by Trustee Qualm and passed 5/0**

 C.June 2016 Wells Fargo Investments; principle and interest

**Motion was made to accept and file the June Wells Fargo Investment reports, motion was made by Trustee Struikmans and seconded by Trustee Miller passed 5/0.**

**7. General Managers Reports**

1. June 2015-2016 Revenues
2. June 2014-2015 Revenues
3. June 2016 Plot Inventories

Add on future agendas, pre-need sales vs at need sales.

D. June 2016 Calendar

E. Trustee Policy 1000.5 in question

**Motion was made to have GM change the verbiage on the policy number 1000.5, run it by the attorney and bring it back to the next board meeting. Motion was made by Trustee Struikmans seconded by Trustee Miller passed 5/0**

* **On the question; have Staff Update added to the future agendas.**
* **Trustee Miller left at 9:29 a.m.**

F. **CAPC** attendees : Rooms Booked 10/05\*10/09/2016

 **Friday, October 7, 2016
Saturday, October 8, 2016**
**LakeTahoe Resort Hotel
So. Lake Tahoe, CA**

G. **CSDA** attendees: Rooms Booked 10/10\*10/12/2016

**Monday, October 10, 2016**

**Thursday, October 13, 2016**

**San Diego, Ca**

1. **General Counsel Reports**

9**. Fiscal Year 2016-2017 Subcommittee Reports**

1. 52 acre Cemetery Property (Dugan/ Qualm**)**
2. Five Year Landscape Plan (Vanderhaak/ Beaudet)

C. Cenotaph (Miller / )

D. Investment (Qualm/Vanderhaak)

E. Conference Liaison (Vanderhaak/Miller)

F. Policies (Dugan/ Qualm)

G. General Price List (Vanderhaak / Beaudet)

10~~.~~ **~~CLOSED SESSION ITEMS,~~ There was no closed session.**

**\*~~CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION~~**

~~(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)~~

~~Temecula Public Cemetery District v. Albert Salazar, Ana Luz Salazar, Romulo Ramirez, and Does 1-10, inclusive; Riverside County Superior Court Case No. RIC1507434~~

~~Preliminary draft settlement agreement sent to opposing council/12/2016~~

**~~\*CONFERENCE WITH REAL PROPERTY NEGOTIATORS~~**

~~Property: Assessor’s Parcel No. 924-360-002, Temecula, CA 92592~~

~~Agency negotiator: Nancy Hughes, not present~~

~~Purchasing parties: Mission Hills Development~~

~~In Escrow~~

1. ~~Closed Session Announcements~~

 11 **Future Trustee Agenda Items**

**Solar**

12. **Board Comments**

**Mapping, website, business reply mail, new hand held maps, economic Forecast.**

13 **Announcements:**

1. Next Regular Board Meeting –August 18, 2016

14. **Adjournment: Motion was made by Trustee Struikmans to adjourn the regular meeting at 10:13 a.m, seconded by Trustee Vanderhaak and passed 4/0**