

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

**41911 C STREET
TEMECULA, CALIFORNIA**

October 16, 2014

8:00 a.m.

MINUTES

1. CALL TO ORDER : 8:00 A.M

2. PLEDGE OF ALLEGIANCE Led by Trustee Struikmans

3. ROLL CALL

A. Chair Trustee Struikmans, Vice Chair Trustee Dugan, Trustee Miller, Trustee Vanderhaak, Trustee Qualm, General Manager, Cindi Beaudet General Manager, Steve Q, Legal Counsel
All Present

B. Motions To Excuse: **None**

C. **Visitors:** Nancy Hughes, Cox Valdez and Silberman

D. 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. Each individual will be allowed 3 minutes to address the Board of Trustees; no item (s) will be acted on.

4. CLOSED SESSION ITEMS : Motion was made by Trustee Dugan to move the closed session to the end of the meeting, seconded by Trustee Vanderhaak and passed 5/0

- A. Conference with Real Property Negotiator Steven B. Quintanilla Pursuant to Government Code Section 54956.8

Location: 43535 Preece Lane, Temecula (Assessor Parcel No. 944-323-022)

Negotiating Parties: Temecula Public Cemetery District and Rancho Highlands Community Association

[Under Negotiation: Price and terms of payment.](#)

[Discussion, have not heard back from their attorney yet, they have until November 30, 2014 to respond to the final offer.](#)

- B. Conference with Real Property Negotiator Nancy Hughes Pursuant to Government Code Section 54956.8

Location: Assessor Parcel No. 924-360-002

Negotiating Parties: Temecula Public Cemetery District and Rancho California Water District

[Under Negotiation: Price and terms of payment](#)

[Discussed, waiting on response from RCWD stating they have no rights on the property.](#)

- C. Closed Session Announcements

5. **CONSENT CALENDAR** : [Motion was made by Trustee Vanderhaak to accept the consent calendar as presented, seconded by Trustee Dugan 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.

A. Approval of Minutes

[Recommendation:](#) That the Board approve the minutes of the Special Board Meeting of September 17, 2014.

B. Approval of Check Registers

[Recommendation:](#) That the Board approve the September 2014 Check Register Nos. 101100, 101200 and 101300.

C. Approval CPA Report

Recommendation: That the Board receive and file the September 2014 CPA Report.

6. ACTION ITEMS

A. Cox, Valdez and Silberman

Recommendation: That the Board of Trustees receives and files the Fiscal Year 2013-2014 audit prepared and presented by Cox Valdez and Silberman.

Motion was made by Trustee Dugan to receive and file the Fiscal year 2013-2014 audit report, seconded by Trustee Miller and passed 5/0

B. Exclusive Listing Agent

Recommendation: That Nancy Hughes reviews the Exclusive Listing Agreement presented by TPCD to her and that she accepts it has presented.

Nancy Hughes is working with their Realtor attorney for a contract; she will be in touch with our legal counsel.

C. Surplus Land Resolution # 2014-1

Recommendation: That the Resolution prepared by Legal Counsel be signed in support of the September Board Minute motion.

Chair, Secretary and Legal Counsel signed.

7. GENERAL MANAGER'S REPORTS

A. Financial Report

- i. September 2014 Balance Sheet
- ii. September 2014 Profit and Loss
- iii. September 2014 Wells Fargo Investments

Motion was made by Trustee Vanderhaak to receive and file the September financials, seconded by Trustee Dugan and passed 5/0

- B. September 2014 Revenues
- C. September 2014 Plot Inventory
- D. September 2014 Calendar
- E. Grounds report
- F. Go dark in December?

Motion was made by Trustee Vanderhaak to go dark in December, next Board meeting slated for January 15, 2015, seconded by Trustee Dugan and passed 5/0

- G Policy Manual to be given to Trustees at November meeting
- H. Riverside County Fire Department

8. GENERAL COUNSEL REPORTS

- A. Returned Check \$675.00
- B. Returned Check \$1,280.00

General Counsel will provide General Manager with the proper forms necessary to file in small claims court.

Trustees gave manager direction to get a credit card attachment for cell phone.

9. SUBCOMMITTEE REPORTS

- A. Rancho Highlands Community Association (Struikmans/ Vanderhaak) Discussed, no action
- B. New Cemetery Property (Dugan/ Qualm) Discussed surveying the land
- C. Five Year Landscape Plan (Vanderhaak/ Beaudet) Discussed, no action
- D. Cenotaph (Miller) No Action
- E. Investment (Qualm/Dugan) Discussed, will speak with Sandra Wheeler before November meeting.
- F. Conference Liason (Miller) Reports provided by Trustee Miller and Trustee Vanderhaak
- G. Policies (Struikmans/ Dugan) No Action
- H. General Price List (Vanderhaak/ Beaudet) No Action

10. FUTURE TRUSTEE AGENDA ITEMS

- January 2015 Election of Officers
- Rotation of Committees
- Cal- Pers Medical Resolution

Governance Academy, should the Board pay for recognition

11. BOARD COMMENTS

12. ANNOUNCEMENTS

General Manager discussed with the BOT where we are with cem-safe.

General Manager discussed having vendors speak with the trustees that met with them opposed to having them all setting appointments with the manager.

Chair Struikmans out 10/26 -11/04 and 12/15 -12/31

A. Next Regular Board Meeting – November20, 2014

13. ADJOURNMENT : Motion was made by Trustee Vanderhaak at 10:07 a.m. to adjourn the regular meeting of the Board until November 20,2014, seconded by Trustee Dugan and passed 5/0