

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

**41911 C STREET
TEMECULA, CALIFORNIA**

January 15, 2015

8:00 a.m.

MINUTES

1. CALL TO ORDER : 8:00 AM

2. PLEDGE OF ALLEGIANCE : Trustee Vanderhaak

3. ROLL CALL

A. Chair Trustee Struikmans, Vice Chair Trustee Dugan, Trustee Miller, Trustee Vanderhaak, Trustee Qualm, General Manager, Cindi Beaudet General Manager, Nancy Hughes

B. Motions To Excuse : **None**

C. Visitors: **None**

D. PUBLIC COMMENTS: Opened at 8:00 a.m., closed at 8:02 with nobody in attendance.

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

- 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
Motion to remove from agenda: Motion made by Trustee Dugan to remove, seconded by Trustee Vanderhaak and passed 5/0

- 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
[Waiting for release letter from Rancho California Water District](#)

- C. Closed Session Announcements: **No reportable action**

5. CONSENT CALENDAR

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 November 20, 2014.

B. Approval of Check Registers

Recommendation: That the Board approve the November - December 2014 Check Register Nos. 101100, 101200 and 101300.

C. Approval Bookkeeper Report

Recommendation: That the Board receive and file the November - December 2014 Bookkeeper Report.

*Motion was made by Trustee Miller to accept the consent calendar as presented, seconded by Trustee Qualm and passed 5/0
BOT would like to see Linda Halley's paperwork typed; they cannot read the print work.*

6. ACTION ITEMS

A. Nancy Hughes: Ready to list 30 acres on the MLS

Recommendation: That the Board of Trustees discuss and approve the listing
Nancy Hughes will revise the listing and have it ready for listing on February 02, 2015

B. Christensen Surveying

Recommendation: That the Board of Trustees approves the additional 73 foot lot line adjustment to offer 30 acres

BOT do not agree to proposed new lot line, they wish to retain the original line between what is sold (26.4 acres along Camino Del Vino) and what is retained by the district (24.44 acres 1st and 2nd cup phase) Motion by Trustee Dugan seconded by Trustee Qualm and passed 5/0

C. Governance Academy

Recommendation: That the BOT decide if the District will pay for Trustees recognitions.

Motion was made by Trustee Dugan to have the District pay the fee for the Governance Academy Certificate for any Trustee that earns it, Certificate will be hung in the Cemetery Board room. Seconded by Miller and passed 5/0

D. Transfer of endowment principle and interest to Wells Fargo

Recommendation: That the investment committee explain where the monies have been deposited.

E. Election of Officers 2015

Recommendation: That the trustees agree to a term, 2 or 3 years?

Motion was made by Trustee Vanderhaak for a two year elected term, seconded by Trustee Dugan and passed 5/0

Followed by nominations from the floor,

Trustee Vanderhaak nominated Trustee Dugan for Chair, passed 5/0

Trustee Dugan nominated Trustee Vanderhaak for Vice Chair, passed 5/0

Trustee Miller nominated himself for Secretary, failed lack of support

Trustee Qualm nominated General Manager Cindi for Secretary, passed 5/0

Trustee Struikmans appointed Trustee Qualm as treasurer for the F.Y. 14/15

7. GENERAL MANAGER'S REPORTS

A. Financial Report

- i. November – December 2014 Balance Sheet
- ii. November – December 2014 Profit and Loss
- iii. November – December 2014 Wells Fargo Investments

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

- B. November – December 2014 Revenues
- C. November – December 2014 Plot Inventory
- D. November – December 2014 Calendar
- E. Grounds report
- F. CAPC manager of the year, Motion was made by Trustee Dugan to submit supporting documents to CAPC for the consideration of Manager of the Year for the general manager. Seconded by Trustee Miller and passed 5/0
- G. Small claims court 02/08/2015
- H. Research for Life
- I. RBF completion %
- J. Paving Bids
- K. Columbarium bids
- L. Temecula Mixer 01/21/15
- M. CAPC Conference

8. GENERAL COUNSEL REPORTS

- A. Returned Check \$675.00
- B. Returned Check \$1,280.00
Court date February 18, 2015

9. SUBCOMMITTEE REPORTS

Recommendation: That the presiding Chair rotates committees for 2015/2016

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

10. FUTURE TRUSTEE AGENDA ITEMS

Cal- Pers Medical Resolution

11. BOARD COMMENTS

12. ANNOUNCEMENTS

Justin Harris has been promoted to Lead Grounds man and acting manager in my absence.
2015 Board meeting dates

13. ADJOURNMENT : Motion was made by Trustee Dugan to adjourn the meeting at 9:50 a.m., seconded by Trustee Miller and passed 5/0

Next Regular Board Meeting – February 19, 2015