

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

**41911 C STREET
TEMECULA, CALIFORNIA**

October 24, 2013

8:00 a.m.

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

A. Chair Trustee Struikmans, Vice Chair Trustee Dugan, Trustee Miller; Trustee Vanderhaak, General Manager, Cindi Beaudet

B. Motions To Excuse

C. INTRODUCTION OF VISITORS/GUESTS: MR. ROBERT PEACH,
MR. DALE QUALM, MR. ROBERT LEE COUNSEL

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

B. Conference with Legal Counsel regarding potential exposure litigation pursuant to Government Code Section 54956.9 (D)(2)
Facts and Circumstances: Demand for refund of endowment
No. of potential cases: One (1)

C. 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.

D. Closed Session Announcements

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 September 19, 2013.

B. Approval of Check Registers

Recommendation: That the Board approve September 2013 Check Register Nos. 101100, 101200 and 101300.

C. Approval Bookkeeper Report

Recommendation: That the Board receive and file the September 2013 Bookkeeper Report.

D Approval W-2 requirement for Trustees

Recommendation: That the Board receive and file report

E. Letter to Veterans of Foreign War Post #4089 Re: Memorial Day

Recommendation: Approval

6. ACTION ITEMS

A. Trustees to be Employees

Recommendation: The BOT to provide manager with completed W-4 and I-9. Completed and in place by January 01, 2014. Those that do not comply are not legally entitled to receive stipends.

B. Refund of “endowment” in the amount of \$1,200.00 for 3 lots.

Recommendation: That the BOT review the Health and Safety Code # 9065

7. GENERAL MANAGER’S REPORTS

A. Financial Report

- i. September 2013 Balance Sheet
- ii. September 2013 Profit and Loss
- iii. September 2013 Wells Fargo Investments
- iv. June 30, 2013 Audit

B. September 2013 Revenues

C. September 2013 Plot Inventory

D. Closed Bid 10-10-2013

E. Paino Letter

F. Report on local area meeting October 17, 2013 Sunnyslope in Beaumont

G. Year end Company Dinner December 14, 2013

H. Dale Qualm Trustee candidate

8. GENERAL COUNSEL REPORTS

- A. Sexual Harassment Awareness Training Requirement November 2013

9. SUBCOMMITTEE REPORTS

- A. Rancho Highlands Community Association (Dugan/ Vanderhaak)
- B. New Cemetery Property (Dugan/ Struikmans)
- C. Five Year Landscape Plan (Beaudet/Vanderhaak)
- D. Cenotaph (Miller)
- E. Investment (Beaudet/Dugan)
- F. Conference Liason (Miller) CAPC October 3-5

10. FUTURE AGENDA ITEMS

- A. Election of Officers first meeting in January
- B. Compensation Policy
- C. Reserve Policy
- D. Reimbursement Policy

11. BOARD COMMENTS

12. ANNOUNCEMENTS

- A. BOT recite the Loyalty Oath or Affirmation, sign and date document.
- B. Next Regular Board Meeting – November 21, 2013

13. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Secretary at (951) 699-1630. Notification 48-hours prior to the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

All supporting documentation is available for public review at the Temecula Public Cemetery District Office located at 41911 C Street, Temecula, California during regular business hours, 7:00 a.m. – 3:30 p.m., Monday through Friday. Agenda is also available online at www.temeculapubliccemeterydistrict.org Posted Saturday, October 19, 2013