

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

**41911 C STREET  
TEMECULA, CALIFORNIA**

April 23, 2014

8:00 a.m.

MINUTES

**1. CALL TO ORDER \* 8:00 am**

**2. PLEDGE OF ALLEGIANCE : **Led by Trustee Dugan****

**3. ROLL CALL**

A. Chair Trustee Struikmans, Vice Chair Trustee Dugan, Trustee Miller, Trustee Vanderhaak, Trustee Qualm, General Manager, Cindi Beaudet **ALL PRESENT**

B. Motions To Excuse

C. **Visitors: None**

**Motion was by Trustee Dugan to open the public hearings at 8:01 am, with no one present to speak, motion was made at 8:04 am by Trustee Vanderhaak to close the public session. PASSED 5/0**

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 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.

Trustee Dugan motioned to come out of closed session @ 9:15 a.m. seconded by Trustee Vanderhaak and carried 4/0. Trustee Qualm removed himself from the meeting during the motion.

- C. Closed Session Announcements: **No 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. **Motion was made by Trustee Miller to accept the consent calendar as presented, seconded by Trustee Vanderhaak and passed 4/0. Trustee Qualm removed himself from the meeting during the motion.**

### A. Approval of Minutes

*Recommendation:* That the Board approve the minutes of the Regular Board Meeting of March 26, 2014.

### B. Approval of Check Registers

*Recommendation:* That the Board approves March 2014 Check Register Nos. 101100, 101200 and 101300.

### C. Approval Bookkeeper Report

*Recommendation:* That the Board receive and file the March 2014 Bookkeeper Report.

## 6. ACTION ITEMS

### A. Auditor Controller Update for Warrants SPM, AP2 Form and SPM ADM-3

*Recommendation:* That the Board of Trustees sign the forms and have the General Manager forward them to the County of Riverside Auditor Controllers.

Completed, Manager will mail the forms to the County per BOT direction.

### B. Hogan Grave locations

*Recommendation:* That the Board of Trustees discuss how to get in touch with Ms. Hogan.

Trustee Struikmans will mail a certified letter to Ms. Hogan for additional support on prior email sent.

## 7. GENERAL MANAGER'S REPORTS

**Motion was made by Trustee Dugan to receive and file the March Financials and Wells Fargo Investment reports, seconded by Trustee Vanderhaak and passed 5/0**

### A. Financial Report

- i. March 2014 Balance Sheet
- ii. March 2014 Profit and Loss
- iii. 2014-2015 Proposed Budget
- iv. March 2014 Wells Fargo Investments

### B. March 2014 Revenues

### C. March 2014 Plot Inventory

- D. March 2014 Calendar
- E. Palm Springs Local Area Meeting, Report
- F. Memorial Day Service, May 26 @ 10:00 a.m.
- G. Transfer of General fund into protected ACO fund, completed 3/31/2014
- H. Final offer to purchase sent to Rancho Highland 4/16/2014
- I. City Signage
- J. SDRMA Property/Liability no rate increase 2014-15
- K. Stephen Struikmans re-appointment 06-30-2014,  
**Trustee Struikmans has asked to be re-appointed for another term.**
- L. Rosenberg's Rules of Order
- M. Legislation Days May 19-21, 2014
- N. Users Guide to the Ralph M Brown Act  
**Motion was made by Trustee Dugan to accept the managers' report as presented, seconded by Trustee Miller and passed 5/0**

## **8. GENERAL COUNSEL REPORTS**

## **9. SUBCOMMITTEE REPORTS**

- A. Rancho Highlands Community Association (Struikmans/ Vanderhaak)
- B. New Cemetery Property (Dugan/ Qualm)
- C. Five Year Landscape Plan (Beudet/Vanderhaak)
- D. Cenotaph (Miller)
- E. Investment (Qualm/Dugan)
- F. Conference Liason (Miller)
- G. Policies (Struikmans, Dugan)

## **10. FUTURE TRUSTEE AGENDA ITEMS**

- June annual planning meeting 7,14,21,28
- June 19
- July 17
- August 21
- Sept TBD/ Local area meeting
- Oct TBD/ CAPC
- November 20
- December TBD/ Dark

**11. BOARD COMMENTS**

**It was decided that the annual planning meeting will be held, Saturday, June 28<sup>th</sup>, 2014 commencing at 10:00 a.m.**

**Motion was made by Trustee Dugan to reschedule the June regular meeting of June 19, 2014 to June 26, 2014 to better accommodate trustees schedules. Seconded by Trustee Vanderhaak and passed 5/0**

**12. ANNOUNCEMENTS**

A. Next Regular Board Meeting – May 15, 2014

**13. ADJOURNMENT**

**Motion was made by Trustee Miller to adjourn the regular meeting of the Board at 10:13 a.m., seconded by Trustee Dugan and passed 5/0**