

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

**41911 C STREET  
TEMECULA, CALIFORNIA 92592**

**June 18, 2015**

**8:00 a.m.**

**MINUTES**

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

**2. PLEDGE OF ALLEGIANCE Led by Trustee Vanderhaak**

**3. ROLL CALL**

❖ Chair Dugan, Vice Chair Vanderhaak, Trustee Miller, Trustee Qualm, Trustee Struikmans  
General Manager, Cindi Beaudet

❖ Motions To Excuse: Trustee Miller and Trustee Qualm Motion made by Trustee  
Vanderhaak, seconded by Trustee Struikmans. Passed 3/0

❖ Visitors: Nancy Hughes, Rancon Real Estate, Don Turcotte, Southwest  
Construction

Interest in the 26 acres listed with Nancy Hughes was discussed with the Trustees

Don Turcotte gave report regarding the start date on the CUP phase. Gave Cindi  
instruction to deal with Bon Terra for their outstanding conditions, he will make an  
appointment with Pechanga to set up monitoring dates; he will include Cindi in the  
meeting.

❖ Public Comments: closed 8:02 a.m.

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 5 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.

#### 4. 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 Struikmans to accept the consent calendar as presented, seconded by Trustee Vanderhaak and passed 3/0*

##### A. Approval of Minutes

*Recommendation:* That the Board approve the minutes of the Regular Board Meeting of May 28, 2015.

##### B. Approval of Check Registers

*Recommendation:* That the Board approve the May 2015 Check Register Nos. 101100, 101200 and 101300.

##### C. Approval Bookkeeper Report

*Recommendation:* That the Board receive and file the May 2015 Bookkeeper Report.

#### 5. ACTION ITEMS

##### A. Superior Court

*Recommendation:* That the Board of Trustees listens to the complaint and decides if this should proceed to court.

*Motion was made by Trustee Struikmans to pursue legal action with Albert Salazar, General Manager is to start the process with legal counsel. Seconded by Trustee Vanderhaak passed 3/0*

## B. CSDA BOARD ELECTIONS

*Recommendation:* That the Board of nominates Jo MacKenzie

*Motion was made by Trustee Struikmans to nominate Jo McKenzie for Southern network CSDA Board of Directors. Seconded by Trustee Vanderhaak and passed 3/0*

## C. ICCFA

*Recommendation:* That the Board of Trustees considers becoming a member to be more acquainted with our competition.

*Board approved the membership of ICCFA, Motion was made by Trustee Vanderhaak to submit the application with a check of \$99.00, seconded by Trustee Struikmans and passed 3/0*

## D. County Signatures

*Recommendation:* Trustees sign at Board Meeting

*Tabled due to lack of attendance*

## E. Medical Resolution

*Recommendation:* That the Board of Trustees approves the legal counsels advice.

*Motion was made by Trustee Struikmans to accept our legal counsel recommendation and defer our decision until next month, seconded by Trustee Vanderhaak and passed 3/0*

## F. CSDA Monterey Annual Conference

*Recommendation:* That the Board of Trustees discusses the cost of CSDA conference and either raises the budget or limits the attendance per F.Y.

*Motion was made by Trustee Struikmans not to raise the conference budget for Fiscal Year 15/16, seconded by Trustee Vanderhaak and passed 3/0*

## **6. GENERAL MANAGER'S REPORTS**

*Motion was made by Trustee Struikmans to receive and file the May financials, seconded by Trustee Vanderhaak and passed 3/0*

### A. Financial Report

- i. May 2015 Balance Sheet
- ii. May 2015 Profit and Loss
- iii. May 2015 Wells Fargo Investments

- B. May 2015 Revenues
  - C. May 2015 Plot Inventory
  - D. May 2015 Calendar
  - E. Grounds report
    - ❖ Stucco wall complete
    - ❖ Sealant on asphalt scheduled for July
  - F. Operations Report
    - ❖ Have purchased a new mower, will surplus out the other mower prior to offering it to the public.
  - G. Constituent Letter
- Motion was made by Trustee Struikmans to deny the burial of a non-resident based on her earlier years in Temecula. Health and Safety Code 9060 dictates who has the right of Burial based on Property taxes paid to the district. Seconded by Trustee Vanderhaak and passed 3/0
- H. 52 Acres

## **7. GENERAL COUNSEL REPORTS**

## **8. SUBCOMMITTEE REPORTS**

- A. 52 acre Cemetery Property (Dugan/ Qualm)
- B. Five Year Landscape Plan (Vanderhaak/ Beaudet)
- C. Cenotaph (Miller / Struikmans)
- D. Investment (Qualm/Vanderhaak)
- E. Conference Liaison (Miller/ Stuikmans)
- F. Policies (Struikmans / Dugan)
- G. General Price List (Vanderhaak / Beaudet)

## **9. CLOSED SESSION ITEMS**

None

- A. Closed Session Announcements

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

Annual Planning Meeting July 25, 2015 10:00-3:00

Local Area Meeting September 2015 hosted by TPCD

## **11. BOARD COMMENTS**

This item came to my attention after the agenda was posted.

Complaint from Mrs. Priem : Charge of second endowment fund for second burial.

Motion was made by Trustee Struikmans that a refund will be made but as a "one time exception" General Manager and legal counsel shall create a policy moving forward for the collection of Endowment funds. Seconded by Trustee Vanderhaak and passed 3/0

## **12. ANNOUNCEMENTS**

A. Next Regular Board Meeting – July 16, 2015

Motion was made by Trustee Struikmans to move the regular scheduled meeting to July 30, 2015 to accommodate other Trustees schedules. Seconded by Trustee Vanderhaak and passed 3/0

## **13. ADJOURNMENT**

Motion was made by Trustee Vanderhaak to adjourn the regular meeting at 10:14 a.m., seconded by Trustee Struikmans and passed 3/0