**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

 **Temecula, California 92592**

**February 18, 2016**

**8:00 a.m.**

**MINUTES**

1. **Call To Order : 8:00 A.M.**
2. **Pledge of Allegiance Led by Trustee Qualm**
3. **Roll Call All Present**
* Chair Dugan, Vice Chair Vanderhaak, Trustee Miller, Trustee Qualm, Trustee Struikmans General Manager, Cindi Beaudet
* **Motions To Excuse:**
* **Visitors:** ~~Don Turcotte, Southwest Construction,~~ Ben Jones Attorney at Law, Nancy Hughes Rancon Real Estate
* **Public Comments Motion was made by Trustee Struikmans to close the public hearing with no one present at 8:05 am, seconded by Trustee Miller and passed 5/0**

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.

1. **Consent Calendar Motion was made by Trustee Miller to accept the consent calendar, seconded by Trustee Struikmans 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.

1. **Approval of Minutes**

R*ecommendation:* That the Board approve the minutes of the Regular Board Meeting of January 21, 2016.

1. **Approval of Check Registers**

*Recommendation:* That the Board approve the January 2016 Check Register Nos. 101100, 101200 and 101300.

 C. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the January 2016 Bookkeeper Report.

1. **Action Items**
2. **Draft Non- Resident Fees**

**Motion was made by Trustee Vanderhaak to accept the draft policy written by legal counsel for the charge of a Non Resident fee if you did not live in Temecula at the time of your death, seconded by Trustee Dugan and passed 5/0**

*Recommendation:* That the Board of reviews the draft policy makes changes, additions, deletions and approves a working policy.

1. **Draft Surplus Property Disposal**

 **Motion was made by Trustee Vanderhaak to accept the draft policy written by legal counsel, seconded by Trustee Dugan and passed 5/0**

*Recommendation:* That the Board of reviews the draft policy makes changes, additions, deletions and approves a working policy.

C. .**CSDA Legislation Days Trustees directs the manager to book hotel rooms and register Trustee Vanderhaak, Trustee Dugan, Trustee Qualm and General Manager Beaudet.**

*Recommendation:* That the Board of Trustees directs the manager to reserve hotel rooms, register the Directors for the conference May 17, 2016

1. **General Managers Reports Motion was made by Trustee Struikmans to receive and file the January 2016 financials, seconded by Trustee Vanderhaak and passed 5/0**
2. Financial Report
	* 1. January 2016 Balance Sheet
		2. January 2016 Profit and Loss
		3. January 2016 Wells Fargo Investments

B. January 2016 Revenues

C. January 2016 Plot Inventory

D. January 2016 Calendar

E. I pad

F. Riverside Auditor\*Wells Fargo\* Received

G. Trustee Dugan to provide current car insurance

H. Records and Retention policy

1. **General Counsel Reports**

Medical Resolution

A conference call date has been scheduled for March 9, 2016

In attendance: Benjamin Jones; legal counsel, Jack Miao CalPERS, Cindi Beaudet General Manager.

1. **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)

\*New price list went into effect 01/01/2016

1. **CLOSED SESSION ITEMS**

**\*CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION No REPORTABLE ACTION**

(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Temecula Public Cemetery District v. Albert Salazar, Ana Luz Salazar, Romulo Ramirez, and Does 1-10, inclusive; Riverside County Superior Court Case No. RIC1507434

**\*CONFERENCE WITH REAL PROPERTY NEGOTIATORS Motion was made by Trustee Struikmans to counter at $1,350.000, seconded by Trustee Vanderhaak and passed 5/0**

Property: Assessor’s Parcel No. 924-360-002, Temecula, CA 92592

Agency negotiator: Nancy Hughes, not present

Negotiating parties: Mission Hills Development and Rancon Real Estate

Under negotiation: Counter Offer

1. Closed Session Announcements
2. **Future Trustee Agenda Items**

**Advertising budget**

1. **Board Comments**
2. **Announcements:** Motion to move the March 17th meeting to accommodate the CAPC conference.

Recommendation: March 24, 2016

**Motion was made by Trustee Dugan to move the next regular scheduled Board meeting to March 31, 2016, seconded by Trustee Vanderhaak and passed 5/0**

1. Next Regular Board Meeting –March 31, 2016
2. **Adjournment Motion was made by Trustee Miller to adjourn the Board meeting at**

**10: 40 a.m., seconded by Trustee Vanderhaak and passed 5/0**