

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

**41911 C STREET
TEMECULA, CALIFORNIA 92592**

April 23, 2015

8:00 a.m.

MINUTES

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

2. PLEDGE OF ALLEGIANCE Led by Trustee Qualm

3. ROLL CALL

- ❖ Chair Dugan, Vice Chair Vanderhaak, Trustee Struikmans, Trustee Miller, Trustee Qualm, General Manager, Cindi Beudet **ALL PRESENT**
- ❖ Motions To Excuse: **Trustee Vanderhaak, 9:04 a.m.**
- ❖ Visitors: Nancy Hughes, Rancon Real Estate, Don Turcotte, Southwest Construction

- ❖ Public Comments: **Motion by Trustee Struikmans to close public session, seconded by Trustee Vanderhaak and passed 5/0
8:24 am**

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** Motion was made by Trustee Vanderhaak to accept the consent calendar as presented, seconded by Trustee Miller 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.

A. Approval of Minutes

Recommendation: That the Board approve the minutes of the Regular Board Meeting of March 19, 2015.

B. Approval of Check Registers

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

C. Approval Bookkeeper Report

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

5. **ACTION ITEMS**

A. Agape Construction

Recommendation: That the Board of Trustees approves the proposal for the stucco wall separating the cemetery from the Rancho Highlands field.

Motion was made by Trustee Struikmans to accept Agape proposal, seconded by Trustee Miller and passed 5/0

B. Reports for CAPC Conference and Local Area Meeting

Recommendation: That the Board of Trustees receive reports from Trustee, Miller, Struikmans, Qualm and Dugan.

Trustee Struikmans and Miller gave their reports from the San Luis Obispo CAPC conference

Trustee Vanderhaak had to leave for a business meeting. 9:04 a.m.

C. Drug and Alcohol Abuse Policy, REVISED BY COUNSEL FOR ALL DISTRICTS

Recommendation: That the Board of Trustees reviews the new policy and comes back with a motion to approve.

Recommendation: That the Board of Trustees approves the Districts Drug policy.

Motion was made by Trustee Dugan to accept the Substance Abuse Policy, seconded by Trustee Stuikmans and passed 4/0

6. GENERAL MANAGER'S REPORTS Motion was made by Trustee Stuikmans to receive and file the March Financials, seconded by Trustee Miller and passed 4/0

A. Financial Report

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

B. March 2015 Revenues

C. March 2015 Plot Inventory

D. March 2015 Calendar

E. Grounds report

- ❖ Spray for clover and Burmuda
- ❖ Automated entry gate installed April 24, 2015 completion date April 30, 2015

F. Operations Report

- ❖ Looking for a new lawn mower
- ❖ Termination of Justin Harris
- ❖ Protection One repairs

G. Leg Days

❖ May 19-21, In attendance, Qualm, Miller, Dugan, Beaudet

H. May 25th Memorial Day Service 10:00 am

I. May board meeting moved to the 28th to accommodate CSDA Legislation days

J. Lake Elsinore Storm Game Night pending for August 8th

K. Reappointment

L. LAFCO MEETING

M. CAPC Committee assignments

7. GENERAL COUNSEL REPORTS

Granddaughter for Rita Parker wants to settle payment of \$1,425.00

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

Cal- Pers Medical Resolution
Research for Life
Annual Planning Meeting July 25, 2015 10:00-3:00
Local Area Meeting September 2015 hosted by TPCD
Purchase of a tractor

11. BOARD COMMENTS

Trustee Dugan wants to suggest CSDA conference in September located in Monterey

12. ANNOUNCEMENTS Motion was made by Trustee Struikmans to move the May Board meeting to May 28, 2015 to accommodate Leg Days on the 21st, seconded by Trustee Miller and passed 4/0

A. Next Regular Board Meeting – May 21, 2015

13. ADJOURNMENT Motion was made by Trustee Miller to adjourn the Board meeting at 10:00 am, seconded by Trustee Dugan and passed 4/0