**TEMECULA PUBLIC CEMETERY DISTRICT**

**BOARD OF TRUSTEES**

**REGULAR MEETING**

**41911 C Street**

**Temecula, California 92592**

**August 18, 2016**

**8:00 a.m.**

**MINUTES**

1. **Call To Order : 8:00 A.M.**
2. **Pledge of Allegiance,** Led by Struikmans
3. **Roll Call**

* Chair Dugan, Vice Chair Vanderhaak, Trustee Miller, **(Trustee Qualm, late, arrived at 8:03a.m.)** Trustee Struikmans General Manager, Cindi Beaudet, Foreman Joe Sands
* **Motions To Excuse:**
* **Visitors:** Don Turcotte, Southwest Construction, Rancon Real Estate, Nancy Hughes,

**RTN Development, Rick Neugebauer**

* **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. Request must be submitted in person prior to the start of the meeting. Each individual will be allowed 15 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.

**Motion was made by Trustee Struikmans to move the closed agenda to the start of the meeting to accommodate vendor schedules, seconded by Trustee Vanderhaak and passed 5/0**

**CLOSED SESSION ITEMS**

**\*CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

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

Agency negotiator: Nancy Hughes

Purchasing parties: Mission Hills Development

In Escrow

1. Closed Session Announcements

**Motion was made to remove the contingency Section V number 2, buyer to provide access easement on southern property line.**

**Motion by Trustee Miller, seconded by Trustee Vanderhaak, passed 5/0**

**Motion was made to lease 15 acres for planting of grapes to be paid to TPCD by buyer $3000.00 a month for the first year and $4000.00 a month for the second year. Upon approval of legal counsel preparing a lease.**

**Motion by Trustee Struikmans seconded by Trustee Vanderhaak and passed 5/0**

**4.Consent Calendar: Motion was made by Trustee Vanderhhak to accept the consent calendar as presented , seconded by Trustee Qualm 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 July 21, 2016.

1. **Approval of Check Registers**

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

C. **Approval of Bookkeeper Report**

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

**5. Action Items**

A**. Auditor Controller F.Y Budget package: Motion was made by Trustee Vanderhaak to follow the recommendation of the GM, seconded by Trustee Miller and passed 5/0**

*Recommendation:* That the Board approves the budget packet for the Auditor Controller votes on the resolution and directs manager to forward the package immediately.

B. **Assignment of Burial Rights policy: Motion was made by Trustee Miller to accept the policy as written, seconded by Trustee Qualm and passed 5/0.**

*Recommendation:* That the Board of Trustees upon motion accepts the assignment of burial rights policy as presented.

C. **Tattoo and Body Piercing policy: Table for September Board meeting**

*Recommendation:* That the Board of Trustees upon motion accepts the assignment of tattoo and body piercing policy as presented.

D. **Local Area Meeting Barring no appointments or funerals at TPCD all Trustees and employees will be present.**

*Recommendation:* That the Board of Trustees lets the GM know how many will be present for the local area meeting held Thursday, September 15, 2016 at the Murrieta (Laurel) Cemetery District.

1. **Financial Report Motion was made by Trustee Miller to receive and file the July financials, seconded by Trustee Vanderhaak and passed 5/0**

A. July 2016-2017 Balance Sheet

B. July 2016-2017 Profit and Loss

C. June 2016 Wells Fargo Investments; principle and interest

D. Email concerning discussion at last board meeting to reinvest funds.

**Motion was made to reinvest the $70, 000.00 with Sandra Wheeler as presented in her handouts. Motion made by Trustee Miller, seconded by Trustee Struikmans and passed 5/0**

**7. Foreman Reports**

1. Smart Phone
2. Maps: **Table till September Board meeting**
3. Entry Lighting
4. Ossuary
5. Upright headstones

**8. General Managers Reports**

1. July 2015-2016 Revenues

B July 2016-2017 Revenues

C. July 2016-2017 Plot Inventories

D. July 2016 Depletion

E. July 2016 Calendar

F. Staff- **Remove this item from the agenda**

9**. General Counsel Reports**

Trustee Policy 1000.5 in question

Trustee Staff report

Motion was made by Trustee Vanderhaak to remove the verbiage in parentheses, seconded by Trustee Struikmans and passed 5/0

10**. Fiscal Year 2016-2017 Subcommittee Reports**

1. 52 acre Cemetery Property (Dugan/ Qualm**) Report on Tradition Cemetery**

**Report was presented to the Board by Trustee Dugan and Qualm.**

1. Five Year Landscape Plan (Vanderhaak/ Beaudet)

C. Cenotaph (Miller / )

D. Investment (Qualm/Vanderhaak)

E. Conference Liaison (Vanderhaak/ Miller)

F. Policies (Dugan/ Qualm**) GM to review tattoo policy with committee and bring back to next meeting.**

G. General Price List (Vanderhaak / Beaudet)

**Trustee Struikmans excused himself from the meeting at 10:09 a.m.**

**\*CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**

(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

Preliminary draft settlement agreement sent to opposing council.7/12/201

12. **Future Trustee Agenda Items**

Solar

13. **Board Comments**

14. **Announcements:**

CAPC Rooms Booked 10/05\*10/09/2016

South Lake Tahoe

Registration with CAPC complete

CSDA Rooms Booked 10/10\*10/12/2016

San Diego

Website

Storm Water Construction Permit

1. Next Regular Board Meeting –September 15, 2016
2. **Motion was made by Trustee Vanderhaak to move September 15 board meeting to September 22nd to accommodate Local Area Meeting, seconded by Trustee Miller and passed 4/0**

15. **Adjournment: Motion was made by Trustee Vanderhaak to adjourn the meeting at 10:27 a.m. seconded by Trustee Miller and passed 4/0**