

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

**41911 C STREET
TEMECULA, CALIFORNIA**

November 20, 2014

8:00 a.m.

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

A. Chair Trustee Struikmans, Vice Chair Trustee Dugan, Trustee Miller, Trustee Vanderhaak, Trustee Qualm, General Manager, Cindi Beaudet General Manager, Steve Q, Legal Counsel

B. Motions To Excuse

C. **Visitors:** Nancy Hughes

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 Board of Trustees; 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](#)
- C. Managers' year-end bonus and 10 year recognition.
- D. Closed Session Announcements

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.

A. Approval of Minutes

Recommendation: That the Board approve the minutes of the Regular Board Meeting of October 16, 2014.

B. Approval of Check Registers

Recommendation: That the Board approve the October 2014 Check Register Nos. 101100, 101200 and 101300.

C. Approval Bookkeeper Report

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

6. ACTION ITEMS

A. Managers year end bonus and 10 year recognition

Recommendation: That the Board of Trustees present the manager with their decision.

B. Exclusive Listing Agent

Recommendation: That Nancy Hughes and the BOT reviews the Exclusive Listing Agreement.

C. Christensen Surveying

Recommendation: That the Board of Trustees approves the surveyor based on his proposal. Manager tried to secure other proposals.

D. Governance Academy

Recommendation: That the BOT decide if the District will pay for Trustees recognitions.

E. Transfer of endowment principle and interest to Wells Fargo

Recommendation: That the board review the funds in the county and make a motion for a transfer.

7. GENERAL MANAGER'S REPORTS

A. Financial Report

- i. October 2014 Balance Sheet
- ii. October 2014 Profit and Loss
- iii. October 2014 Wells Fargo Investments

B. October 2014 Revenues

C. October 2014 Plot Inventory

D. October 2014 Calendar

E. Grounds report

F. CAPC critique

G. Bookkeepers engagement letter

H. Policy Manual

I. Riverside County Fire Department

J. Small claims court 11/25/2014

K. Chamber appreciation December 10, 2014 @ Journey

8. GENERAL COUNSEL REPORTS

- A. Returned Check \$675.00
- B. Returned Check \$1,280.00

9. SUBCOMMITTEE REPORTS

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

10. FUTURE TRUSTEE AGENDA ITEMS

- January 2015 Election of Officers
- Rotation of Committees
- Cal- Pers Medical Resolution

11. BOARD COMMENTS

12. ANNOUNCEMENTS

A. Next Regular Board Meeting – January 15, 2015

13. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Secretary at (951) 699-1630. Notification 48-hours prior to the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

All supporting documentation is available for public review at the Temecula Public Cemetery District Office located at 41911 C Street, Temecula, California during regular business hours, 7:00 a.m. – 3:30 p.m., Monday through Friday. Agenda available online at www.temeculapubliccemeterydistrict.org Posted November 17, 2014