

**PALM SPRINGS CEMETERY DISTRICT  
MINUTES  
BOARD OF TRUSTEE MEETING**

**DATE:** April 9, 2015  
**TIME:** 2:00 P.M.  
**PLACE:** 31-705 Da Vall Drive, Cathedral City, CA 92234

1. **CALL TO ORDER** The meeting was called to order by Chairperson Pye at 2:00 P.M.

2. **ROLL CALL** Present: Jan Pye, Chair  
Lenny Pepper, Vice Chair  
John M. Lea, Secretary  
George Stettler, Treasurer  
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager

3. **PUBLIC COMMENTS** - None

4. **CONFIRMATION OF AGENDA** Trustee Pye stated that item 12b would not be addressed today and requested that it be removed from the Agenda. Motion was made by Trustee Pepper, seconded by Trustee Stettler to approve the Agenda with item 12b removed. Motion carried, vote 5-0 Alcumbrac, Lea, Pepper, Pye and Stettler.

5. **CONSENT CALENDAR** Motion was made by Trustee Pepper, seconded by Trustee Lea to approve the Consent Calendar as presented. Motion carried, roll call 5-0 Alcumbrac, Lea, Pepper, Pye and Stettler.

6. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update – Neal Wilson, Vice President Investments Union Banc** Mr. Wilson reported that he met with Trustees Pepper and Stettler the District's investments sub-committee and discussed purchasing short term certificates of deposit to lock in rates and ladder investment. They also discussed Union Banc's concern that one signer for the District could liquidate investments, and felt that there should be three-four signers with the signature of two required to complete a transaction. District Manager Jurasky stated that all of the District bank accounts currently require two signatures.

Mr. Wilson informed the Board that he is considering returning to his prior place of employment, and advised them that should he make the move, and the District decided to keep him as their advisor he would cover any expenses incurred by the District. He stated that he would inform the Board of his decision at the May 2015 board meeting.

Following a discussion motion was made by Trustee Pye, seconded by Trustee Lea to approve the investment committee's recommendations. Attorney Quintanilla was directed to prepare a resolution requiring two signers for all District bank and investment transactions. Motion carried, roll call 5-0 Alcumbrac, Lea, Pepper, Pye and Stettler.

b. **Discussion California 25% Water Reduction Mandate – Report District Manager Jurasky** District Manager Jurasky informed the Board that to save water irrigation has been turned off on grassy areas where there are no burials, and the grass will be replaced with desert landscape. These areas include grass behind the Veterans Chapel, south side of the new administration building, north side of the maintenance building and the area west of the old office building.

**c. Review and Discussion for Possible Approval – Proposal from MilleStone Marble & Tile, Inc. for Cremation Niches Cleaning and Repair at DMP** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Stettler to approve the proposal in the amount of \$6,624.00 from MilleStone Marble & Tile, Inc. to clean and polish the granite cremation niches in section A-38. Motion carried, roll call 5-0, Alcumbrac, Lea, Pepper, Pye and Stettler.

**d. Review and Discussion for Possible Approval – Da Vall Drive Entry/Ramon Road Da Vall Trellis/Signage Estimated Costs and to Seek Bids** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to approve directing District Manager to seek bids when the design development and construction documents are received from TKD Associates, Inc. Motion carried, vote 5-0, Alcumbrac, Lea, Pepper, Pye and Stettler.

**e. Review and Discussion for Possible Approval – Proposal from TKD Associates, Inc. for Design Development and Construction Documents** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to approve the proposal in the amount of \$9,800.00 plus reimbursable expenses from TKD Associates, Inc. for design development and construction documents. Motion carried, roll call 5-0, Alcumbrac, Lea, Pepper, Pye and Stettler.

**f. Discussion Marketing and Survey Mailing to Determine Pre-Planning Needs** Following a discussion District Manager Jurasky was directed to put together a strategic marketing plan and place it on a future agenda.

**7. LEGISLATIVE** – None

**8. BOARD DEVELOPMENT** **a. CAPC Annual Conference Report – Trustees Lea & Pye** Trustee Lea shared what he had learned at the conference and at the trustee breakout session. Trustee Pye reported on the session regarding water conservation and managing turf grasses during drought. She shared some of the processes used to find irrigation deficiencies, and stated that it was one of the best CAPC conferences she has attended.

**9. PUBLIC HEARING CALENDAR** – None

**10. REPORTS** **a. Trustee Report** - Trustee Pepper mentioned that the site sales and interments had increased substantially, and asked District Manager Jurasky if there was a reason. She stated that she could not pinpoint an exact reason. Following a discussion District Manager Jurasky was directed to have staff start asking families who purchase preneed how they heard about us.

**b. Manager Report** - District Manager Jurasky reported that she has spoken with two solar companies, Renova and Antara, Ltd regarding solar at DMP, and provided them with requested energy information needed to determine the costs benefits and future saving of using solar.

She also reported that she is having signs made to inform the public of the water use reduction on the cemetery grounds. The signs will read “Please Pardon Our Landscaping ~ Irrigation Reduced to Save Water ~ Thank You for Your Understanding”.

**11. FUTURE AGENDA ITEMS** **a. Discussion in 2015/2016 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken

**b. Strategic Planning Study Session** No action taken

**c. Discussion for Possible Pet Cemetery** No action taken

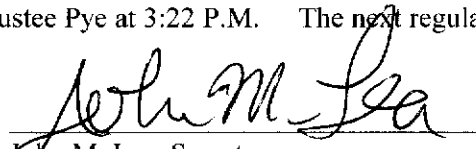
**12. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** Safe Harbor language was read by Steven Quintanilla the District's general legal counsel. Convened into Closed Session at 3:10 P.M.

- a. **Conference with Legal Counsel – Significant Exposure to Litigation Pursuant to California Government Code §54956.9(d)(2) (1 case)**
- b. **Public Employee Performance Evaluation Pursuant to Government Code §54945.6**  
**Title: District Manager**

**13. CLOSED SESSION ANNOUNCEMENTS** Returned to Open Session at 3:20 P.M. No reportable action

**14. ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:22 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, May 14, 2015.

DATE: 5-14-15

  
John M. Lea, Secretary