

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

DATE: May 14, 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** - Trustee Stettler stated that he has moved outside the District, and because of the move he must resign from the Board. He said that he has enjoyed being on the Board, and is thankful for having worked with everyone. He also said that he feels everyone is very professional and has done a great service to the community which the District represents. The Board and District Manager Jurasky thanked him for his outstanding service and dedication to the District and said that he will be missed.

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Lea to approve the Agenda as presented. Motion carried, vote 4-0 Alcumbrac, Lea, Pepper and Pye.

5. **CONSENT CALENDAR** Trustee Pepper stated that he has three minor spelling corrections to the minutes. Following Trustee Pepper pointing out what needed correcting motion was made by Trustee Lea, seconded by Trustee Pepper to approve the Consent Calendar with corrections. Motion carried, roll call 4-0 Alcumbrac, Lea, Pepper and Pye.

Trustee Pye requested that the vacancy of Trustee Stettler's board seat be added to the Agenda as item 6e. This will be added as an "Urgency Item". Motion was made by Trustee Pye, seconded by Trustee Alcumbrac to approve adding the vacancy of Trustee Stettler's board seat as item 6e an "Urgency Item". Motion carried, vote 4-0 Alcumbrac, Lea, Pepper and Pye.

6. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update – Neal Wilson, Vice President Investments Union Banc** Neal Wilson stated that investments are flat since last month, and that he has started purchasing a few small short term CD's as discussed with Trustees Pepper and Stettler (former trustee) the District's investment committee.

Mr. Wilson reported that he will be leaving Union Banc on June 30, 2015, and returning to his prior place of employment. He asked if the Board would consider making the change with him. Trustee Pye stated that the District has no reasons not to continue to retain him as their investment broker. This will be discussed at the June 2015 Board meeting.

He also stated that he hasn't been charging the District fees since May 2014, and he will continue not charging through December 2015. He said that he will revisit the District's investments status in December 2015, and make a decision whether to start charging or not at that time.

6. ADMINISTRATIVE CALENDAR - continued

b. Coachella Valley Water District Supply and Replenishment Charge - 2015 Protest Form District Manager Jurasky explained what the protest entailed. Following a discussion motion was made by Trustee Lea, seconded by Trustee Alcumbrac to protest the water rate increase. Motion carried, vote 4-0 Alcumbrac, Lea, Pepper and Pye.

c. 2015 General Manager Leadership Summit – July 12-14, 2015 Hyatt Regency, Newport Beach, CA Following a discussion motion was made Trustee Alcumbrac, seconded by Trustee Lea to approve the District Manager Jurasky attending the General Manager Leadership Summit in Newport Beach, CA. This approval is to include all necessary expenses. Motion carried, roll call 4-0, Alcumbrac, Lea, Pepper and Pye.

d. Review Board of Trustees General Provisions and Government & Trustee Duties and Responsibilities Trustee Pye noted that the date of the approved changes on July 11, 2013 wasn't changed in the last paragraph above the signatures. District Manager Jurasky said that she would make the correction. No additional changes were made to the Board of Trustees General Provisions and Government & Trustee Duties and Responsibilities

e. “Urgency Item” Acceptance of Resignation from the Board - Trustee Stettler Following a discussion District Manager was directed to send a letter to Supervisor John Benoit advising him of the vacancy of Trustee Stettler's board seat.

7. LEGISLATIVE **a. Resolution 03-2015, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Pepper, seconded by Trustee Lea to approve Resolution 03-2015 transferring \$16,715.60 from PreNeed Fund, 51265 to the General Fund, 51270 and \$1,950.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, vote 4-0, Alcumbrac, Lea, Pepper and Pye.

b. Resolution 04-2015, Requiring the Signatures of at Least Two Trustees on all Financial Transactions District Manager reviewed the discussion at the May 2015 board meeting which explained why this resolution is needed. Motion was made by Trustee Pepper, seconded by Trustee Lea to approve Resolution 04-2015, Requiring the Signatures of at Least Two Trustees on all Financial Transactions. Motion carried, vote 4-0, Alcumbrac, Lea, Pepper and Pye.

8. BOARD DEVELOPMENT **a. SDRMA – Target Solutions Online Course Catalog** District Manager gave an overview of the catalog contents, explained the value of specific courses and stated that all can be taken free of charge to the District.

9. PUBLIC HEARING CALENDAR – None

Board took a break at 2:33pm to greet a visitor, Trustee Lea's daughter and see her Wallaby, returned at 2:43pm.

10. REPORTS **a. Trustee Report** - Trustee Lea reported that the Memorial Day program is set. District Manager Jurasky said that she is waiting on confirmation from the clergy.

Trustee Pepper stated that he has to take his daughter to the airport, and he will try to get back in time to attend the Memorial Day service. He expressed his regrets if he is unable to attend.

10. REPORTS - Continued

Trustee Pepper mentioned that the site sales and interments had increased substantially. District Manager Jurasky reported the over the past month staff has been asking families the reason for purchasing preneed, and attending a service was the largest response. District Manager also stated that she had two couples come in and asked for her personally because they had read the "Business Woman of the Year" new article.

Trustee Pepper said that the cremation niches in A-38 look very nice after the cleaning.

b. Manager Report - District Manager Jurasky reported that she has had positive feedback since Maxwell security has been patrolling DMP. She said that she is faxed patrol reports every evening, and the CC Police has issued two additional citations for alcohol use. She also said that Mr. Seward is going forward with ordering a headstone for his wife, and that he was surprised and pleased there hasn't been a backlash from the public due to the security patrol.

District Manager informed the Board an incident with Mrs. Grayman, mother of Sean Messina who is interred at DMP regarding a cooler chest and picnic table set up outside of the America's Plaza niche area. She also informed them of the conversations she had with Trustees Pye, Chair and Pepper, Vice Chair, and the contact between Trustee Pepper and Glen Grayman regarding the incident. Trustee Pye said that she had seen Mr. Grayman at a meeting and he thanked her for the follow-up and report. Both she and Trustee Pepper stated that the issue has been resolved and nothing further needed to be done. District Manager Jurasky will file the report.

District Manger Jurasky reported that she had accidentally put a personal charge on the District credit card, explained how it happened, and she has since gotten another personal card that looks different. She also stated that the minute she discovered the error she immediately wrote a check to the District to cover the charge. She also said that she contacted Trustees Pye, Chair and Pepper, Vice Chair to advise them of what had happened. She was directed the contact the District's auditor to find out if there would be an audit issue, which she did and was informed that there wasn't an issue and the auditor sent confirmation stating this.

On May 7, 2015 Robert Lake, DDS Church of Jesus Christ Latter Day Saints contacted District Manager Jurasky regarding their youths volunteering to take photos of headstones of families members of their church. These photos are to be uploaded to Find A Grave. District Manager approved the project for 5:30pm-6:30pm May 11, 2015 and May 14, 2015. She had him sign the required agreement/waiver.

The design for water reduction sign that will be installed at DMP was shown to the Board.

District Manager Jurasky reminded the Board of the meeting scheduled for 1:30pm, Friday, June 12, 2015 with Senator Jeff Stone and Glenn Miller, District Director.

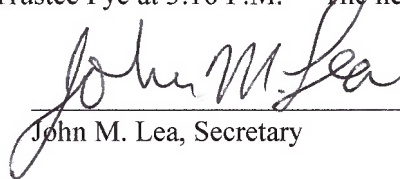
CBS Local 2 News interviewed District Manager Jurasky at 11:00am, Thursday, May 14, 2015 regarding the drought and the District's response to the water reduction mandates. She informed the Board that the interview will be airing that evening on channel 3 at 5:00pm and channel 2 at 6:30pm.

District Manager reported that she has been discussing possible desert scape for interment sites and green burials with Ron Gregory, RGA. She stated the he will be going on vacation for two weeks and will submit a proposal upon his return.

She also reported that the District is up for District of Distinction re-accreditation in July 2015. Following a discussion District Manager Jurasky reported that she will submit the re-accreditation application as soon as possible.

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. **Postcard Survey Mailing to the Community to Determine Pre-Planning Needs** No action taken
- c. **Strategic Planning Study Session** No action taken
- d. **Discussion for Possible Pet Cemetery** No action taken
12. **CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** - None
13. **CLOSED SESSION ANNOUNCEMENTS** - None
14. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:16 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, June 11, 2015.

DATE: 6-11-15



John M. Lea, Secretary