

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

DATE: October 20, 2016
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 AND TRUSTEE INTRODUCTIONS**

Present: Jan Pye, Chair
Lenny Pepper, Vice Chair
Lynn Mallotto, Treasurer
Jane Alcumbrac, Member
William G. Kleindienst, Member

Also Present: Kathleen Jurasky, District Manager

3. **PUBLIC COMMENTS** - None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to approve the Agenda as presented. Motion carried, vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper and Pye.

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

6. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update - Neal Wilson, C & N Financial** Neal Wilson reported that he met with Trustees Mallotto and Pepper the District's investment committee to discuss investment strategies and the future of the portfolio. He stated that several of the CDs were called early due to lower interest rates. The committee recommended that the cash continue to be held until after the November 8th election and the inauguration. After this period of time the investments will be made in approximately 20% increments at a slow pace. Following a discussion motion was made by Trustee Pye, seconded by Trustee Kleindienst approved the recommendations of the investment committee. Motion carried, roll call 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

b. **Desert Landscape Interment Section – Update RGA Landscape Architects, Inc. and Discussion for Possible Approval to seek a proposal from Brent Bucknum, Ecologist for Hyphae Ecological Design & Engineering** Self introductions were done. Mr. Bucknum presented some insight and possible solutions to burial, wind and blow sand concerns. Following a discussion motion was made by Trustee Pepper, seconded by Trustee Mallotto to approve the proposal in the amount of \$19,030.00 from Hyphae Ecological Design & Engineering. Motion carried, roll call 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper and Pye.

c. **Review for Discussion and Possible Approval – Tamarisk Trees Removal and Block Wall Installation Proposals** Due to the discussion during item 6b District Manager Jurasky requested no action be taken, and this item be addressed after the strategies from Hyphae Ecological Design & Engineering are received. She stated she would be contacting the Coachella Valley Mountain Conservancy to inform them of the ecological studies, and find out if the \$85,000.00 grant can be held.

6. ADMINISTRATIVE CALENDAR – Continued

d. Review for Discussion and Approval Build Lease Agreement between PSCD and Pet Memorial Park Cemetery Deferred to November 2016 agenda

e. Review for Discussion and Approval Loan & Promissory Note – Pet Memorial Park Cemetery Deferred to November 2016 agenda

f. Ramon Road Entry/Exit Remodel - Update District Manager Jurasky reported after the right of way dedication has been approved and executed in the presence of a notary the project can go out to bid.

7. LEGISLATIVE a. Resolution 20-2016, Approving the District's Dedication of Property to the City of Cathedral City and Execution of the Offer of Dedication Motion was made by Trustee Kleindienst, seconded by Trustee Pepper to approve Resolution 20-2016 approving the District's dedication of property to the City of Cathedral City and execution of the offer of dedication. Motion carried, roll call 5-0, Alcumbrac, Kleindienst, Malotto, Pepper and Pye.

b. Resolution 21-2016, Transfer Interment Rights & Costs from PN to ACO & GF Motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to approve Resolution 21-2016 transferring \$16,630.25 from PreNeed Fund, 51265 to the General Fund, 51270 and \$4,225.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, vote 5-0, Alcumbrac, Kleindienst, Malotto, Pepper and Pye.

8. BOARD DEVELOPMENT a. Brief Discussion Regarding Future Agenda Item – Steve Quintanilla, Attorney

9. PUBLIC HEARING CALENDAR – None

10. COMMITTEES – None

11. REPORTS a. Trustee Report – Trustee Kleindienst reported on the CAPC conference in South Lake Tahoe and the CSDA conference in San Diego. He stated that the conferences were eye opening, and he found the information interesting and valuable. He also noted the conference allowed him the opportunity to compare PSCD's organization to other districts, and that he is very proud of our District. He stated that District Manager Jurasky loved, respected, admired, sought after for her expertise, and that she's so gracious to share and answer questions.

He further stated that David Aranda's presentation on governance was excellent. He had a private conversation with Mr. Aranda at the end of the presentation, and Mr. Aranda commended him on his questions and comments. He then asked Trustee Kleindienst if he would be interested in being a presenter on governance, and if it was ok to call him to discuss it further.

Trustee Kleindienst said that the keynote speaker at the CSDA conference was the best he has ever experienced. Trustee Pye concurred and give the website address to the other Trustees.

11. REPORTS – Continued

b. Manager Report – None

12. FUTURE AGENDA ITEMS **a. Discussion in 2017/2018 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. Marketing No action taken

e. Brown Act Presentation – Steven Quintanilla, Attorney No action taken

13. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE – None

14. CLOSED SESSION ANNOUNCEMENTS – None

15. ADJOURNMENT Meeting was adjourned by Trustee Pye at 3:13 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, November 10, 2016.

DATE: _____

11-10-16



William Kleindienst, Secretary