

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

**DATE:** January 12, 2017

**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 Pepper at 2:03 P.M.

2. **ROLL CALL**

Present: Lenny Pepper, Vice Chair  
Lynn Mallotto, Treasurer  
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager  
Steven Quintanilla, Quintanilla & Associates

Not Present: William Kleindienst, Secretary

Trustee Pepper stated that Trustee Pye informed him that due to work commitments she was unable to attend. Motion was made by Trustee Alcumbrac, seconded by Trustee Mallotto to excuse Trustee Pye. Motion carried, vote 3-0 Alcumbrac, Mallotto and Pepper. Trustee Kleindienst not present.

Excused: Jan Pye, Chair

District Manager Jurasky reported that she was in contact with Trustee Kleindienst, and that he is running late.

3. **PUBLIC COMMENTS** - None

**Attorney Quintanilla reported that an urgency item regarding potential litigation which came to the attention of the District Manager after the posting of the agenda item needs to be added.** Motion was made by Trustee Mallotto, seconded by Trustee Alcumbrac to approve adding the urgency item to the agenda. Motion carried, vote 3-0 Alcumbrac, Mallotto and Pepper. Trustee Kleindienst not present.

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Mallotto, seconded by Trustee Alcumbrac to approve the Agenda as presented. Motion carried, vote 3-0 Alcumbrac, Mallotto and Pepper. Trustee Kleindienst not present.

5. **CONSENT CALENDAR** Motion was made by Trustee Mallotto, seconded by Trustee Alcumbrac to approve the Consent Calendar as presented. Motion carried, roll call 3-0 Alcumbrac, Mallotto and Pepper. Trustee Kleindienst not present.

6. **ADMINISTRATIVE CALENDAR** a. **Rob Dennis and Christy Cooper, RT Dennis Accountancy – Annual Audit Report** Ms. Cooper discussed the new format of the presentation and explained the differences as compared to prior audits. Following a review of the annual audit report by Rob Dennis and Christy Cooper, and a discussion the report was received by the Board as presented and filed.

6. **ADMINISTRATIVE CALENDAR** – Continued

b. **District Investments General Overview & Update - Neal Wilson, C & N Financial** Neal Wilson discussed the bond rating which was mentioned in the audit report, and explained the rating process as it relates to the District investments. He reported that he has added approximately \$600,000.00 in short term FDIC insured CD's to the Endowment account, and Treasury investments that are easily traded. He stated that he will be looking for other government securities fund type for future investments. He said the investments are on a slow and steady increase, and his goal is to get all the District cash working to earn returns. Following a discussion the report was received by the Board as presented and filed.

c. **Ramon Road Entry/Exit Remodel - Update** Nothing to report.

d. **Desert Landscaping Interment Site – Update** Nothing to report.

7. **LEGISLATIVE** – None

8. **BOARD DEVELOPMENT** – None

9. **PUBLIC HEARING CALENDAR** – None

10. **COMMITTEES** – None

11. **REPORTS** a. **Trustee Report** – None

b. **District Manager Report**

1. **Solar Lights Acceptable - Report** District Manager Jurasky reported that she contacted the Cathedral City Fire Department regarding the use of solar lights on the cemetery grounds. She stated the fire department informed her they have no concerns with the safety of their use.

2. **March 18, 2017 – District Manager 20-Year Anniversary** District Manager Jurasky stated that March 18, 2017 will be her 20<sup>th</sup> year of employment with the District.

3. **District Manager Jurasky Activities** District Manager Jurasky presented the Board with a spreadsheet of her activities from December 13, 2016 – January 10, 2017. She reviewed the item listed and explained what took place at each event.

Trustee Kleindienst arrived at 2:39 P.M.

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** – Safe Harbor language was read by Steven Quintanilla the District’s general legal counsel. Convened into Closed Session at 2:42 P.M.

a. Conference with Legal Counsel – Regarding Potential Initiation of Litigation Pursuant to Government Code Section 54956.9: (one case)

Returned to Open Session at 3:12 P.M.

**14. CLOSED SESSION ANNOUNCEMENTS** – No Reportable Action

**15. ADJOURNMENT** Meeting was adjourned until 1:30 P.M., Wednesday, January 18, 2017 by Trustee Pepper at 3:12 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, February 9, 2017.

DATE: 3 May 17

  
Lynn T. Mallotto, Treasurer