

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

**DATE:** April 13, 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 Pye at 2:00 P.M.
2. **ROLL CALL**

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

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

Not Present: Lynn T. Mallotto, Treasurer

Trustee Pye reported that Trustee Mallotto called and said she is unable to attend due to prior work commitments. Motion was made by Trustee Pepper, seconded by Trustee Kleindienst to excuse Trustee Mallotto. Motion carried, vote 4-0 Alcumbrac, Kleindienst, Pepper and Pye.

3. **PUBLIC COMMENTS** - Sheila Lutzker was introduced by District Manager Jurasky. The Board, District Manager Jurasky and District's attorney Steven Quintanilla gave self-introductions and welcomed Ms. Lutzker.

Ms. Lutzker stated that she was here today to discuss the regulations regarding what can and cannot be placed on the gravesite and headstone. She said that her only child passed away September 30, 2015, she comes to visit all the time, cleans his headstone and leaves mementos, photos and flowers at her son's grave. Ms. Lutzker stated that lately items have been missing from the grave, and she went to the District office to complain. She stated that the Rules and Regulations were explained to her and she was given a copy. She disagrees with the District's policy and would like to have them changed.

District Manager Jurasky explained why the District has Rules and Regulations in place. She showed the Board and Ms. Lutzker a photo of Jacob Lutzker gravesite, and pointed out why the items left were not in compliance with District policy.

Ms. Lutzker asked about solar lights, U.S. flags being left on the grave. District Manager Jurasky directed her back to District Rules and Regulations, stated that specific items are allowed as listed, and said that flags are allowed on Memorial Day, Veterans Day and the 4<sup>th</sup> of July.

Trustee Pye stated that solar lights have been a topic of discussion, and periodically the Board will review the Rules and Regulations for possible changes. She asked Ms. Lutzker if she would be interested in attending a meeting to share her thought if solar lights are a future agenda item. Ms. Lutzker said that she would. District Manager Jurasky stated that she would contact Ms. Lutzker and inform her of the meeting in advance.

Ms. Lutzker stated that she now has a clearer understanding of the District's policy and will comply. She thanked the Board for allowing her to talk with them. The Board and District Manager Jurasky thanked her for taking the time to attend and express her concerns.

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

6. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update - Neal Wilson, C & N Financial** Mr. Wilson reported that he had purchased some treasuries and within two week the rates went up and he sold them capturing about \$20,000.00 in profit. He stated that the portfolio is up approximately \$27,000.00 over last month, and said that he's looking at ten year treasuries and will continue to watch the market for investment opportunities.

Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Pepper to receive and file the investment report. Motion carried, vote 4-0 Alcumbrac, Kleindienst, Pepper and Pye.

b. **Review for Discussion and Approval of Contractor – Proposals for Ramon Exit/Entry Remodel** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Kleindienst to approve the proposal from NPG, Inc. in the amount of \$105,694.00. Motion carried, roll call 4-0 Alcumbrac, Kleindienst, Pepper and Pye.

c. **CSDA General Manager Leadership Summit – June 25-27, 2017 in Newport Beach, CA** Following a discussion motion was made Trustee Pepper, seconded by Trustee Kleindienst to approve District Manager Jurasky attending CSDA General Manager Leadership Summit in Newport Beach, CA. This approval is to include all necessary expenses. Motion carried, roll call 4-0, Alcumbrac, Kleindienst, Pepper and Pye.

d. **Review for Discussion and Approval Format of Form for District Manager Review** Trustee Pye discussed the form and its format with the Board, and stated that it was being given to them early to allow time to review and make any changes. She further stated that the form will be e-mailed to the Board about a week before the May 11<sup>th</sup> board meeting, and the completed form should be returned to her the week of the meeting.

e. **Desert Landscaping Interment Site** District Manager Jurasky reported that the agreement with Brent Bucknum, Hyphae Design Laboratory has been signed and they are continuing to work on wind and blow sand solutions.

7. **LEGISLATIVE** a. **Resolution 3-2017, Declaring Dump Trucks and Backhoe Surplus Property for Disposal by Sale** Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Pepper to approve Resolution 3-2017, Declaring Dump Trucks and Backhoe Surplus Property for Disposal by Sale. Motion carried, roll call 4-0, Alcumbrac, Kleindienst, Pepper and Pye.

8. **BOARD DEVELOPMENT** a. **CAPC Annual Conference Report – Trustee Pye** Trustee Pye presented the Board with a PowerPoint presentation and gave an overview of the Harassment Prevention training.

9. **PUBLIC HEARING CALENDAR** – None

10. **COMMITTEES** – None

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

**b. District Manager Report**

**1. District Manager Jurasky Activities** – Reported that she had attended the state of the city for the cities of Cathedral City and Rancho Mirage, and that she continues to attend community events and chamber of commerce mixers.

**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 2:51 P.M.

**14. CLOSED SESSION ANNOUNCEMENTS** – Returned to open session at 3:06 P.M. No reportable action

**15. ADJOURNMENT** Meeting was adjourned by a motion made by Trustee Pepper, seconded by Trustee Alcumbrac at 3:07 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, May 11, 2017.

DATE: April 11, 2017

  
William G. Kleindienst, Secretary