

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

**DATE:** April 12, 2018

**TIME:** 2:00 P.M.

**PLACE:** 31-705 Da Vall Drive, Cathedral City, California 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, Chairperson  
Lenny Pepper, Vice Chairperson  
William G. Kleindienst, Secretary  
Lynn T. Malotto, Treasurer  
Jane Alcumbrac, Member

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

Attorney Quintanilla introduction - Visitor: Lisa Weaver-Nowak, Quintanilla & Associates

**3. PUBLIC COMMENTS** – None

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

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

**6. ADMINISTRATIVE CALENDAR** **a. District Investment General Overview – Neal Wilson, C & N Financial**  
Neal Wilson reported that he changed the presentation format of the reports as requested by Trustee Kleindienst to show the amounts, where invested and the maturity dates. For better understanding and clarification he explained “A” and secondary bond ratings, and how they work. He stated that all District’s investments are within the FDIC protected limits.

He further reported on the staggered maturity dates and the rate of returns on the CD investments. Following a discussion, the investment report was received and filed.

**b. CSDA Legislative Days – May 22-23, 2018 in Sacramento, CA** Following a discussion motion was made Trustee Pye, seconded by Trustee Malotto to approve District Manager Jurasky attending the CSDA Legislative Days in Sacramento, CA. Motion is to include all necessary expenses. Motion carried roll call 5-0, Alcumbrac, Kleindienst, Malotto, Pepper, and Pye.

**7. LEGISLATIVE CALENDAR a. Resolution 5-2018, Adopting a Religious Interment Customs and Practices Policy** Following a review and discussion, a motion was made by Trustee Pepper, seconded by Trustee Alcumbrac approve Resolution 5-2018, Adopting a Religious Interment Customs and Practices Policy. Motion carried; vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

**b. Resolution 6-2018, Adopting an Anti-Fraud Policy** Following a review and discussion, a motion was made by Trustee Pepper, seconded by Trustee Mallotto approve Resolution 6-2018, Adopting an Anti-Fraud Policy. Motion carried; vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

**c. Resolution 7-2018, Adopting Employee Professional Conduct Policies** Following a review and discussion, a motion was made by Trustee Pepper, seconded by Trustee Alcumbrac approve Resolution 7-2018, Adopting Employee Professional Conduct Policies. Motion carried; vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

**d. Resolution 8-2018, Adopting Paid Leave Policies** Following a discussion this item was Deferred to a future agenda.

**e. Resolution 9-2018, Adopting Unpaid Leave Policies** Following a review and discussion, a motion was made by Trustee Pepper, seconded by Trustee Mallotto approve Resolution 9-2018, Adopting Unpaid Leave Policies. Motion carried; vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

**f. Resolution 10-2018, Adopting Military Leave Policies** Following a review and discussion, a motion was made by Trustee Pepper, seconded by Trustee Alcumbrac approve Resolution 10-2018, Adopting Military Leave Policies. Motion carried; vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

**g. Resolution 11-2018, Adopting Family Care and Medical Leave and Pregnancy Disability Leave Policies** Following a review and discussion, a motion was made by Trustee Pepper, seconded by Trustee Mallotto the approve Resolution 11-2018, Adopting Family Care and Medical Leave and Pregnancy Disability Leave Policies. Motion carried; vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

**h. Resolution 12-2018, Adopting Certain Employee Protection Policies** Following a review and discussion, a motion was made by Trustee Pepper, seconded by Trustee Mallotto approve Resolution 12-2018, Adopting Certain Employee Protection Policies. Motion carried; vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

**i. Resolution 13-2018, Adopting Family Care and Medical Leave and Pregnancy Disability Leave Policies**  
Duplicate: See item 7g Resolution 11-2018

**j. Resolution 14-2018, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Pepper, seconded by Trustee Kleindienst to approve Resolution 14-2018 transferring \$27,665.86 from PreNeed Fund, 51265 to the General Fund, 51270 and \$10,710.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 5-0, Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

**k. Resolution 15-2018, Directing the District Manager to Submit an Application for the Special District Leadership Foundation District of Distinction Accreditation** District Manager Jurasky advised the Board that this application is for District of Distinction reaccreditation. Following discussion, a motion was made by Trustee Pepper, seconded by Trustee Kleindienst approve Resolution 15-2018, Directing the District Manager to Submit an Application for the Special District Leadership Foundation District of Distinction Accreditation. Motion carried; vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper, and Pye.

8. **TRUSTEE SIGNATURES** All documents were signed by Trustees

Trustee Pepper left the meeting at 3:12 pm

9. **BOARD DEVELOPMENT** – None

10. **PUBLIC HEARING CALENDAR** – None

11. **COMMITTEES** – None

12. **REPORTS** a. **Trustee Report** – Trustee Pye asked District Manager Jurasky if Supervisor had responded to the letter from the District regarding board appointment and staggering terms, District Manager Jurasky stated that she had not. Following a discussion, District Manager was directed to inform Trustees Alcumbrac and Pepper as soon as a response is received.

b. **District Manager Report** – None

13. **FUTURE AGENDA ITEMS** a. **Discussion in 2018/2019 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

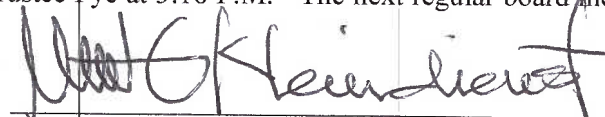
14. **CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** – None

15. **CLOSED SESSION ANNOUNCEMENTS** – None

16. **OPEN SESSION** – None

17. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:18 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, May 10, 2018.

DATE: 6/14/18



William G. Kleindienst, Secretary