

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

**DATE:** July 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  
Jane Alcumbrac, Member

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

Not Present: Lynn T. Mallotto, Treasurer

Trustee Pepper stated that due to a prior commitment he needs to leave at 3:0 PM.

3. **PUBLIC COMMENTS** – None

3a. **VISITOR GREETING AND INTRODUCTIONS** The Board, District Manager Jurasky, District's attorney Steven Quintanilla and District's Investment Agent Neal Wilson gave self-introductions and welcomed V. Manuel Perez, Supervisor, 4<sup>th</sup> District Riverside County and Esmeralda Perez, Board Assistant.

Supervisor Perez greeted everyone, thanked them for allowing him to attend and stated that District Manager Jurasky had extended the invitation over a year ago.

Trustee Pye gave an overview of how the Board operates and works as a team for the benefit of the District and constituents. She stated that PSCD is a District of Distinction and she gave him a Special District Leadership Foundation (SDLF) handout that outlined the requirements to receive the District of Distinction accreditation.

She further stated that District Manager Jurasky is a Special District Administrator (SDA) which the highest SDLF accreditation for a manager. District Manager gave an overview of the requirements to receive the SDA distinction.

Supervisor Perez briefly discussed the issue and concerns with the Coachella Valley Cemetery District and explained changes being made to correct them. District Manager Jurasky stated that she is willing to assist and share her expertise whenever needed. She informed him of some of the seminars, conferences and educational opportunities which include local area meetings available to help educate trustees and staff of cemetery districts.

He stated that he attended the Dia de los Muertos celebration at Desert Memorial Park last year and commended the Board for the holding the event, and expressed his appreciation. As a tie in he discussed his upcoming trip to Oaxaca, Mexico and how it relates to Dia de los Muertos.

Supervisor Perez and Esmeralda Perez left the meeting at 2:23

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Kleindienst 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 Investment General Overview – Neal Wilson, C & N Financial** Neal Wilson presented the Board with forms to be signed for LPL and explained their purpose. He informed the Board that due to their size LPL has been having customer services issues, and they have formed super groups. Mr. Wilson explained how they work and how beneficial they will be for customers.

He reviewed the investments reports and stated that the reporting format requested by Trustee Kleindienst has been implemented. Following a discussion the reports were received and filed.

**b. Review for Discussion and Approval – Allocation of Funds for 2018-2020 Development Projects** Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Alcumbrac to approve allocation of funds for 2018-2020 development projects. Motion carried, roll call 4-0 Alcumbrac, Kleindienst, Pepper and Pye.

**c. Review for Discussion and Approval – Future 2019-2020 Development Projects** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Kleindienst to approve allocation of funds for 2019-2020 development projects. Motion carried, roll call 4-0 Alcumbrac, Kleindienst, Pepper and Pye.

**d. Review for Discussion and Approval – 2018-2019 & 2019-2020 Proposed Schedules of Charges** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Kleindienst to approve the 2018-2019 & 2019-2020 proposed schedule of charges. Motion carried, roll call 3-0 Alcumbrac, Kleindienst, Pepper and Pye.

2:46 PM Trustee Pepper left the meeting.

**e. Review for Discussion and Approval – 2018-2019 & 2019-2020 Proposed Budgets** Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Alcumbrac to approve the 2018-2019 & 2019-2020 proposed budgets. Motion carried, roll call 3-0 Alcumbrac, Kleindienst, and Pye.

2:48 PM Trustee Pepper returned to the meeting.

**f. CAPC Annual Education Seminar & Area Meeting – October 5-6, 2018 in South Lake Tahoe, CA** Following a discussion motion was made Trustee Alcumbrac, seconded by Trustee Pepper to approve Trustees, District Manager Jurasky and select staff attending the CAPC Annual Education Seminar & Area Meeting. Motion is to include all necessary expenses. Motion carried roll call 4-0, Alcumbrac, Kleindienst, Pepper and Pye

**g. CSDA Annual Conference & Exhibitors Showcase – September 24-27, 2018 in Indian Wells, CA** Following a discussion motion was made Trustee Alcumbrac, seconded by Trustee Pepper to approve Trustees, District Manager Jurasky and select staff attending the CSDA Annual Conference & Exhibitors Showcase. Motion is to include all necessary expenses. Motion carried, 4-0, Alcumbrac, Kleindienst, Pepper and Pye.

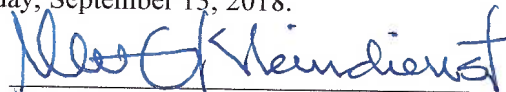
Trustee Pepper left at 3:02 PM

**7. LEGISLATIVE CALENDAR a. Resolution 8-2018, Adopting Paid Leave Policies** Deferred to September 13, 2018 meeting.

**b. Resolution 24-2018, 2018-2019 & 2019-2020 Budget Adoptions** Following a discussion motion was made by Trustee Alcumbrac, seconded by Trustee Kleindienst to approve Resolution 24-2018, 2018-2019 & 2019-2020 Budget Adoptions. Motion carried, roll call 3-0, Alcumbrac, Kleindienst, and Pye.

8. **TRUSTEE SIGNATURES** All documents were signed by all Trustees except Trustee Mallotto. District Manager Jurasky will get her signature at a later date.
9. **BOARD DEVELOPMENT** – None
10. **PUBLIC HEARING CALENDAR** – None
11. **COMMITTEES** – None
12. **REPORTS** a. Trustee Report – None  
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**  
a. Conference with Labor Negotiator (Government Code § 54954.5) District's Designated Labor Negotiator: Steven B. Quintanilla, General Counsel **Unrepresented Employee:** District Manager Deferred to September 13, 2018 meeting.
15. **CLOSED SESSION ANNOUNCEMENTS** – None
16. **OPEN SESSION** a. District Manager Employment Agreement, Salary Compensation and Other Terms Deferred to September 13, 2018 meeting.
17. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:21 P.M. No August board meeting. The next regular board meeting is scheduled for 2:00 P.M., Thursday, September 13, 2018.

DATE: 9-17-2018

  
William G. Kleindienst, Secretary