

PALM SPRINGS CEMETERY DISTRICT

**AGENDA
SPECIAL MEETING
OF THE
BOARD OF TRUSTEES**

Thursday, December 8, 2011 at 11:00 a.m.

Spencer's Restaurant, 701 Baristo Road, Palm Springs, California

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact District Manager Kathleen Jurasky by telephone at (760) 328-3316 forty eight hours prior to the meeting. Such timely notification will enable the District to make reasonable arrangements to ensure accessibility to this meeting. [CFR 35.102-35.104, ADA title 11].

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

During this part of the meeting, the public is invited to address the Board of Trustees on any matter **not on the Agenda** or any item on the **Consent Agenda** by stepping to the lectern and giving his or her name and city of residence for the record. Unless additional time is authorized by the Board of Trustees, remarks on Agenda items shall be limited to 3 minutes. **If you wish to speak on an agenda item, please wait to be recognized by the Presiding Officer when that Agenda item is opened for public comments.**

4. CONFIRMATION OF AGENDA

During this part of the meeting, the Board of Trustees may announce any items being pulled from the Agenda or continued to another date.

Items not appearing on the Agenda may be added to the Agenda as "Urgency items" provided two-thirds of the Trustees present determine there is a need to take immediate action on the item and the need to take immediate action came to the attention of the Board of Trustees after the posting of the Agenda.

5. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine in nature and will be enacted by one roll call vote. There will be no separate discussion of these items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar for separate discussion and/or action.

a. Approval of November 10, 2011 Meeting Minutes

b. Approval of November Expenditures

General Fund		\$ 77,685.75
Reimburse Voucher 1323	\$ 46,695.49	
Reimburse Voucher 1324	\$ 27,500.99	

Accumulative Capital Outlay		\$ 7,733.75
Reimburse Voucher 1297	\$ 1,890.00	
Reimburse Voucher 1325	\$ 5,843.75	

Total November 30, 2011 Expenditures Checks & Visa/Debit Card		
18117 -18186 & 1812-1832 Direct Deposits (Payroll)		\$ 85,419.50

c. Financial Reports as of November 30, 2011 (F-1 thru F-15)

6. ADMINISTRATIVE CALENDAR

- a. Election of Officers
- b. Employee Performance Appreciation Bonuses
- c. PSCD New Office Building/Public Restrooms Update
- d. Review for Discussion and Approval Grant Proposal Elizabeth Versace, Grant Factory

7. LEGISLATIVE CALENDAR - None

8. BOARD DISCUSSION

9. PUBLIC HEARING CALENDAR - None

10. REPORTS

- a. Trustees
- b. Manager

11. FUTURE AGENDA ITEMS

- a. Discussion in 2012/2013 – Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums
- b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs
- c. Strategic Planning Study Session January 2012 - Elizabeth Versace, Grant Factory – Facilitator

12. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE - None

13. CLOSED SESSION ANNOUNCEMENTS - None

14. ADJOURNMENT

THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 11:00 A.M., Monday, December 5, 2011

Kathleen Jurasky, District Manager

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PALM SPRINGS CEMETERY DISTRICT

**CALL OF SPECIAL MEETING
OF THE
BOARD OF TRUSTEES
of the Palm Springs Cemetery District**

Thursday, December 8, 2011 at 11:00 a.m.

In accordance with the procedures specified by State Law, I hereby call a special meeting of the Board of Trustees of the Palm Springs Cemetery District which will be held on Thursday, December 8, 2011 at 11:00 a.m., or as soon thereafter as the meeting may be convened, at Spencer's Restaurant, 701 Baristo Road, Palm Springs, California, for the purpose of discussing the following Items:

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

During this part of the meeting, the public is invited to address the Board of Trustees on any matter **not on the Agenda** or any item on the **Consent Agenda** by stepping to the lectern and giving his or her name and city of residence for the record. Unless additional time is authorized by the Board of Trustees, remarks on Agenda items shall be limited to 3 minutes. **If you wish to speak on an agenda item, please wait to be recognized by the Presiding Officer when that Agenda item is opened for public comments.**

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5. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine in nature and will be enacted by one roll call vote. There will be no separate discussion of these items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar for separate discussion and/or action.

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6. ADMINISTRATIVE CALENDAR

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7. LEGISLATIVE CALENDAR - None

8. BOARD DISCUSSION

9. PUBLIC HEARING CALENDAR - None

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- b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs
- c. Strategic Planning Study Session January 2012 - Elizabeth Versace, Grant Factory – Facilitator

12. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE - None

13. CLOSED SESSION ANNOUNCEMENTS - None

14. ADJOURNMENT

THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 11:00 A.M., Monday, December 5, 2011

Jan Pye, Chairperson

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**NOTICE OF SPECIAL MEETING
OF THE
BOARD OF TRUSTEES
OF THE
PALM SPRINGS CEMETERY DISTRICT**

**Thursday, December 8, 2011 at 11:00 a.m.
(or as soon thereafter as the meeting may be convened)**

Please take notice that, pursuant to the call of the Chairman, a special meeting of the Board of Trustees of the Palm Springs Cemetery District will be held on Thursday, December 8, 2011 at 11:00 a.m., or as soon thereafter as the meeting may be convened, at Spencer's Restaurant, 701 Baristo Road, Palm Springs, California, for the purpose of discussing the following Items:

1. CALL TO ORDER

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7. LEGISLATIVE CALENDAR - None

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12. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE - None

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Lenny Pepper, Vice Chairperson

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