

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

DATE: April 12, 2012

TIME: 2:00 P.M.

PLACE: Palm Springs Cemetery District, 31-705 Da Vall Drive, Cathedral City, California

1. **CALL TO ORDER** The meeting was called to order by Chairperson Pye at 2:00 P.M.

2. **ROLL CALL**

Present: Lenny Pepper, Vice Chair
George Stettler, Treasurer
John Lea, Secretary
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager
Steven B. Quintanilla, Green, de Bortnowsky & Quintanilla

Trustee Pepper moved to excuse Trustee Pye stating that she had contacted him regarding her absence. Motion was seconded by Trustee Stettler to excuse Trustee Alcumbrac. Motion carried, vote 4-0.

Excused: Jan Pye, Chair

3. **PUBLIC COMMENTS** - None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Lea, seconded by Trustee Stettler to approve the Agenda as presented. Motion carried, vote 4-0.

5. **CONSENT CALENDAR** Trustee Stettler stated that he was not in attendance at the March 8, 2012 Board meeting and would abstain on item 5a. Motion was made by Trustee Alcumbrac, seconded by Trustee Lea to approve item 5a on the Consent Calendar. Motion carried, vote 3-0 Trustee Stettler abstained.

Motion was made by Trustee Alcumbrac, seconded by Trustee Lea to approve items 5b and 5c on the Consent Calendar. Motion carried, roll call 4-0.

6. **ADMINISTRATIVE CALENDAR** a. **Review for Discussion – DLR Group WWCOT Architects – Lead Architect** Following a discussion motion District Manager Jurasky was directed to make a list of pertinent questions relevant to the District's project and Chris Mills leaving DLR Group WWCOT. These questions are to be asked of Pam Touschner, Partner at DLR Group WWCOT, and the response brought back to the Board at the May 2012 board meeting.

Attorney Steve Quintanilla was directed to review the agreement for termination language, should the Board decide to end the agreement with DLR Group WWCOT.

b. **Ratification of Executive Board Approval to Replace Stolen DVR for Security Cameras** District Manager reported to the Board that the Well #2 housing had been broken into and the DVR for the cameras at that location had been stolen. She stated that the cameras were not stolen, however any information recorded by them was not viewable because of the DVR theft, basically rendering the cameras useless. She advised Chairperson Pye and Vice-Chairperson Pepper of this incident and was given approval to replace the DVR at a cost of \$ 1,450.00 plus tax, installation included. Motion was made Trustee Stettler, seconded by Trustee Lea to ratify the Executive Board's approval of this expenditure. Motion carried, roll call 4-0.

6. ADMINISTRATIVE CALENDAR - Continued

c. Memorial Terrace Fountain Back Wall Tile Installer – Malibu Marble, Inc. District Manager Jurasky reported that Malibu Marble, Inc. is no longer in business and went bankrupt. She stated that this was the company that originally did the improvement work on the fountain back wall, and the installation of the tile was not satisfactory. The company had agreed to install new tile purchased by the District and not charge an installation fee.

As a result, the company which the District was purchasing the new tile from held the District's deposit pending the selection of a new installer. Following a discussion motion was made by Trustee Alcumbrac, seconded by Trustee Lea to request a return of the deposit, and place this project on hold until after the new building is completed. Motion carried, roll call 4-0.

d. Review for Approval to Cancel PreNeed Contract in Default – E. Maragh Contract #C002395
Following a discussion motion was made by Trustee Lea, seconded by Trustee Alcumbrac to send certified letter to her home address and leave a message on her phone giving a specific date contract will be cancelled and all monies forfeited. If no payment or response is received by the May board meeting this item is to be placed on the May Consent Calendar. Motion carried, roll call 4-0.

e. DMP Break Room & Restroom Remodel – Update District Manager Jurasky reported that the work is near completion.

f. PSCD New Office Building/Public Restrooms – Update District Manager Jurasky reported that following a conversation Trustee Pye had with Trustee Pepper regarding the financial state of the City of Cathedral City an Executive decision was made to retract the District's request for waiver of fees. She stated that she was directed to send a letter to Mayor Kathleen DeRosa requesting retraction of the District's fee waiver request. Following a discussion the Board had no objections and approved the executive decision for the fee waiver retraction.

7. LEGISLATIVE - None

8. BOARD DISCUSSION - None

9. PUBLIC HEARING CALENDAR - None

10. REPORTS a. Trustee Report - Trustee Pepper stated that he wanted to congratulate District Manger Jurasky for receiving the "Cemeterian of the Year" award from the California Association of Public Cemeteries at their annual meeting. The Board praised and congratulated District Manger Jurasky for her accomplishment.

b. Manager Report - None

11. FUTURE AGENDA ITEMS a. Discussion in 2012/2013 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

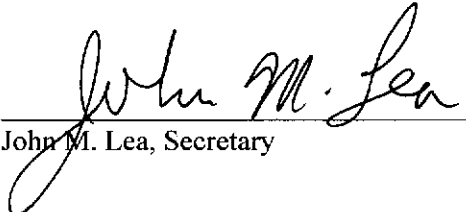
12. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE – Safe Harbor language was read by Steven Quintanilla the District’s general legal counsel Convened into Closed Session at 239 P.M.

a. Conference with Legal Counsel – Anticipated Litigation, Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (One potential case)

13. CLOSED SESSION ANNOUNCEMENTS Returned to open session at 3:19 P.M. No reportable action

14. ADJOURNMENT Meeting was adjourned by a motion made by Trustee Pepper, seconded by Trustee Stettler at 3:19 P.M. Motion carried, vote 4-0. The next regular board meeting is scheduled for 2:00 P.M., Thursday, May 10, 2012.

DATE: 5-10-12



John M. Lea, Secretary