

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

DATE: January 10, 2013

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
George Stettler, Treasurer
John Lea, Secretary
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager

3. **PUBLIC COMMENTS** – None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Stettler to approve the Agenda as presented. Motion carried, vote 5-0.

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

6. **ADMINISTRATIVE CALENDAR** a. **Review Approved and Revised 2012-2013 Estimated Expenditures, Current Liquid Assets and Investments** District Manager Jurasky reviewed the approved 2012-2013 Budget with Board, and reported that there is no need to revise the budget because expenditures will not exceed approved amounts. She stated that the new administration building will not be completed until the next fiscal year budget.

District Manager Jurasky reported that she had spoken with Riverside County regarding increased part-time employee payroll and the new building expense and was advised the District is not required to submit a revised budget if expenditures are not exceeded.

b. **Discussion and Approval of Date and Time for Ground Breaking Ceremony – New Administration Building** Following a discussion the Board agreed to hold the ground breaking ceremony at 10:00 AM, Monday, February 11, 2013. District Manager Jurasky was directed to send out a press release to cities (council), chambers, County Board of Supervisors and news media. Coffee and pastries will be served after the ceremony. Trustee Pye suggested the District Manager Jurasky contact Kristie Ramos at the City of Desert Hot Springs regarding borrowing hard hats and shovels.

c. **PSCD New Building/Public Restrooms** – District Manager Jurasky reviewed the building status with the Board. She reported that we are still waiting fee amounts from the city of Cathedral City so they can be paid and permits pulled. There was a general discussion regarding internet from Verizon, FIOS, Dish, Direct, Hughes Network and Time Warner Cable. No Action Taken

6. ADMINISTRATIVE CALENDAR - 6c continued

District Manager Jurasky also reported on the December 17, 2012 meeting with the city of Cathedral City regarding sewer and water connections. She stated that it was agreed the most viable solution is to install a septic tank for sewer and water connection from Da Vall Drive, rather than going across Ramon Road. This will reduce costs for the District. She reported that we are now waiting on final written approval from the city of Cathedral City. She stated that John Sanborn, Sanborn A/E will be conducting a survey to determine the most appropriate location for the sewer, and will draw the plans for submission to the City for approval. After approval from the City the plans will be sent out for pricing.

District Manager Jurasky reviewed the new administration building project budget worksheet with the Board.

7. LEGISLATIVE - None

8. BOARD DISCUSSION - None

9. PUBLIC HEARING CALENDAR - None

10. REPORTS **a. Trustee Report** - Trustee Stettler stated that he had a difficult time navigating to the office with the construction fencing in place. District Manager Jurasky stated that she would install better directional signs.

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

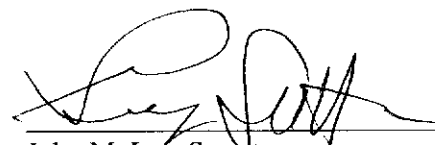
d. Demolition of Old Office and Apartment Buildings No action taken

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

13. CLOSED SESSION ANNOUNCEMENTS – None

14. ADJOURNMENT Meeting was adjourned by Trustee Pye, Chairperson at 2:30 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, February 14, 2013.

DATE: 2-14-13



John M. Lee, Secretary
George Stettler, Treasurer