

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

DATE: June 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: Jan Pye, Chair
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

3. **PUBLIC COMMENTS** – Bill Nelson, Orange County Cemetery District expressed his gratitude to the Board for their support of his successful run for California Special District Association Board.

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

5. **CONSENT CALENDAR** Trustee Pye requested that item 5c be pulled for discussion. Motion was made by Trustee Pepper, seconded by Trustee Stettler to approve items 5a and 5b on the Consent Calendar. Motion carried, roll call 5-0.

Following a discussion motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to approve item 5c (Financial Reports as of May 31, 2012) Motion carried, roll call 5-0.

Items 6 and 7 moved to follow Item 8a.

8. **ADMINISTRATIVE CALENDAR** Item 8a. moved to follow Item 8j.

b. Neal Wilson, C & N Financial - General Overview of District Investments 1st Quarter 2012
Following the presentation by Neal Wilson and a discussion, motion was made by Trustee Pepper, seconded by Trustee Lea to accept the investment report as presented by Neal Wilson. Motion carried, vote 5-0.

Item c. moved to follow Item 7.

d. Authorized Signature List for Riverside County The authorized signature lists for Riverside County were reviewed and signed by all Trustees and District Manager Jurasky.

e. Review for Discussion and Approval – Allocation of Funds for 2012-2013 Development Projects
Following a discussion motion was made by Trustee Lea, seconded by Trustee Stettler to approve the Allocation of Funds for 2012-2013 Development Projects. Motion carried, roll call 5-0.

f. Review for Discussion and Approval – Future 2014-2016 Development Projects Following a discussion motion was made by Trustee Stettler, seconded by Trustee Pepper to receive and file Future 2014-2016 Development Projects. Motion carried, vote 5-0.

8. ADMINISTRATIVE CALENDAR - Continued

g. Review for Discussion and Approval – 2012-2013 Proposed Schedule of Charges District Manager Jurasky reviewed and explained items with proposed price increases for 2012-2013. Following a discussion motion was made by Trustee Pepper, seconded by Trustee Lea to approve the 2012-2013 Proposed Schedule of Charges. Motion carried, roll call 5-0.

h. Review for Discussion and Approval – 2012-2013 Proposed Budget Following a discussion motion was made by Trustee Pepper, seconded by Trustee Lea to approve the 2012-2013 Proposed Budget. Motion carried, roll call 5-0.

i. Discussion for Approval - Nomination of Dewey L. Ausmus for CAPC Honorary Membership District Manager Jurasky recommended approval and stated that she had prepared a letter of support (which she read to the Board). Following a discussion motion was made by Trustee Alcumbrac, seconded by Lea to approve the nomination letter in support of Dewey L. Ausmus for CAPC honorary membership. Trustee Pye will sign the letter on behalf of the Board. Motion carried, vote 5-0.

j. PSCD New Office Building/Public Restrooms – Update District Manager Jurasky gave an update on the status of the drawings, plans, permits, contract documents, easement/right of way dedication and bid documents.

a. DMP Break Room & Restroom Remodel – Site Visit Trustees agreed that the remodeled break room and restroom look fantastic and is a tremendous improvement.

6. 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 3:24 P.M.

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

7. CLOSED SESSION ANNOUNCEMENTS Returned to open session at 4:03 P.M. No reportable action

8. ADMINISTRATIVE CALENDAR - Continued

c. Employee Performance Evaluation – District Manager Following a discussion the Board approved a one-time bonus in the amount of \$1,500.00 for District Manager Jurasky in recognition of her accomplishments and being named Cemeterian of the year by the California Association of Public Cemeteries.

9. LEGISLATIVE a. Resolution 04-2012, 2012-2013 Budget Adoption Motion was made by Trustee Stettler, seconded by Trustee Pepper to approve Resolution 04-2012, 2012-2013 Budget Adoption with a correction to the amount of the ACO Fund Budget. Motion carried, roll call 5-0.

10. BOARD DISCUSSION - None

11. PUBLIC HEARING CALENDAR - None

12. **REPORTS** a. **Trustee Report** - None

b. **Manager Report** - None

13. **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

14. **ADJOURNMENT** Meeting was adjourned by Trustee Pye, Chairperson at 4:14 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, July 12, 2012.

DATE: _____

7-12-12



John M. Lea, Secretary