

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

DATE: March 14, 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
Robert Lee, Green, de Bortnowsky & Quintanilla

3. **PUBLIC COMMENTS** – None

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

5. **CONSENT CALENDAR** Motion was made by Trustee Pepper to approve the Consent Calendar with an edit to the wording of the first sentence in Item 6h of the Minutes, seconded by Trustee Stettler to approve the Consent Calendar as edited. Motion carried, roll call 5-0.

6. **ADMINISTRATIVE CALENDAR** a. **Neal Wilson, C & N Financial – General Overview of District Investments 4th Quarter 2012** Following a discussion motion was made Trustee Stettler, seconded by Trustee Lea to receive and file the District's 4th quarter investment report. Motion carried, roll call 5-0.

b. **Palm Springs Cemetery District Employee 20-Year Anniversary – Jesse Madrigal** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Stettler to approve purchasing a 20-year anniversary appreciation gift for an amount not to exceed \$300.00. In addition District Manager Jurasky was directed to purchase a 20-year anniversary plaque, and take Jesse and Rosa Madrigal to lunch. Motion carried, roll call 5-0.

c. **CSDA Legislative Days – May 14-15, 2013 in Sacramento, CA** Following a discussion motion was made Trustee Pepper, seconded by Trustee Lea to approve Trustees and District Manager Jurasky attending the CSDA Legislative Days. This approval is to include all necessary expenses. Motion carried, roll call 5-0.

d. **Review and Sign Form 700 – Statement of Economic Interests** Following a discussion Form 700 – Statements of Economic Interest were reviewed and signed by District Manager Jurasky and all Trustees.

e. **PSCD New Office Building/Public Restrooms – Update** District Manager Jurasky reviewed the budget worksheet and updated the Board on the actual building status.

7. **LEGISLATIVE** a. **Resolution 02-2013, Transfer Interments Rights & Costs from PN to ACO & GF** Motion was made by Trustee Pepper, seconded by Trustee Stettler to approve Resolution 02-2013 transferring \$23,058.95 from PreNeed Fund, 51265 to the General Fund, 51270 and \$4,360.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 5-0.

b. **Ordinance Number 01-2013, Restricting Use of Cemetery District Property** Following a discussion motion was made Trustee Pepper, seconded by Trustee Lea to approve Ordinance Number 01-2013, Restricting Use of Cemetery District Property. Motion carried, vote 5-0.

8. **BOARD DISCUSSION** - None

9. **PUBLIC HEARING CALENDAR** - None

10. **REPORTS** a. **Trustee Report** Trustee Pye informed the Board that due to a prior commitment she would not be at the April 11, 2013 Board meeting. She requested that Trustee Pepper as Vice Chairperson officiate the meeting.

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 2:26 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, April 11, 2013.

DATE: _____

4-11-13


John M. Lea, Secretary