

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

DATE: March 13, 2014

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
Steven Quintanilla, Green, de Bortnowsky & Quintanilla

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 Alcumbrac to approve the Consent Calendar as presented. Motion carried, roll call 5-0.

Trustee Pye requested that item 6b be addressed before 6a

6. **ADMINISTRATIVE CALENDAR - b. District Investment General Overview & Update** -- Neal Wilson, Vice President of Investments Union Banc Neal Wilson reviewed the District's investment policy and possible investment options with the Board. Following a discussion the Board approved appointing Trustee Pepper and Trustee Stettler as the authorized signatories regarding the District's investments with Union Banc. Attorney Quintanilla was directed to prepare the necessary resolutions for placement on the April 2014 agenda.

District Manager Jurasky was directed to make the necessary changes to the District's investment policy, and review the changes with Trustees Pepper and Stettler. The revised and reviewed investment policy is to then be forwarded to attorney Quintanilla final review.

Trustee Pye requested that item 12 and item 13 be addressed before 6a

12. **CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** Safe Harbor language was read by attorney Steven Quintanilla. Convened into Closed Session at 2:38 P.M.

a. Conference with Legal Counsel regarding potential initiation of litigation pursuant to Government Code paragraph (4) of subdivision(d) of Section 54956.9: (one case)

13. **CLOSED SESSION ANNOUNCEMENTS** Returned to Open Session at 3:02 P.M. No reportable action

6. **ADMINISTRATIVE CALENDAR** – continued

- a. **PSCD Garage Sale 7:00 A.M. Saturday, March 15, 2014** – For the record - No action taken
- c. **Review for Discussion and Approval Changes to District Investment Policy** - No action taken
- d. **CSDA Legislative Days – May 20-21, 2014 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.
- e. **Review for Approval CAPC Local Cemetery District Area Meeting at DMP – April 17, 2014** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Stettler to approve the District hosting the CAPC Local Cemetery District Area Meeting at DMP at a cost not to exceed \$650.00. Motion carried, roll call 5-0.
- f. **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.
- g. **Old Office & Apartment Buildings CC Fire Department Training & Demolition Update** District Manager Jurasky reported that the CC Fire Department is planning a fire rescue in the old apartment in late April 2014.

7. **LEGISLATIVE** a. **Resolution 02-2014, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Stettler, seconded by Trustee Lea to approve Resolution 02-2014 transferring \$16,307.00 from PreNeed Fund, 51265 to the General Fund, 51270 and \$1,250.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 5-0.

8. **BOARD DEVELOPMENT** a. **Investments - Health & Safety Code 9066 and Government Code 53601**

9. **PUBLIC HEARING CALENDAR** - None

10. **REPORTS** a. **Trustee Report** Trustee Pye congratulated Trustee Stettler on being installed as president of the 1st Marine Division Association, Desert Cities Mitchel Paige Medal of Honor Chapter.

Trustees Lea reported that he will be on vacation for 54 days and will not be able to attend the April and May board meetings.

b. **Manager Report** - None

11. **FUTURE AGENDA ITEMS** a. **Discussion in 2014/2015 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. **Review Investment Policy of the Palm Springs Cemetery District** No action taken

14. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:16 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, April 10, 2014.

DATE: 4-10-2014


Jane Alcumbrac, Member