

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

**DATE:** October 10, 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  
Steve Quintanilla, 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** Trustee Pye requested that item 5b be pulled for discussion. Motion was made by Trustee Pepper, seconded by Trustee Lea to approve items 5a and 5c of the Consent Calendar as presented. Motion carried, roll call 5-0.

Following a discussion and clarification by District Manager Jurasky motion was made by Trustee Stettler, seconded by Trustee Lea to approve item 5b of the Consent Calendar as presented. Motion carried, roll call 5-0.

6. **ADMINISTRATIVE CALENDAR** a. **Review for Discussion PSCD Landscape Maintenance Contract**  
Following a discussion District Manager Jurasky was directed to seek bids for the PSCD landscape maintenance contract.

b. **Discussion to Schedule Ethics Training in December** Following a discussion motion was made by Trustee Lea, seconded Trustee Stettler to approve scheduling the ethics training, conducted by attorney Steven Quintanilla for 11:00 A.M., Thursday, December 6, 2012 at Escena Golf Club Motion carried, roll call 5-0.

c. **Review for Discussion and Approval – Trustee Annual Year-End Meeting Luncheon**  
Following a discussion motion was made by Trustee Lea, seconded Stettler to approve scheduling the Trustee Annual Year-End Meeting Luncheon for 11:00 a.m. Thursday, December 13, 2012 at Spencer's Restaurant. District Manager Jurasky was directed to handle the scheduling with the restaurant and invitation to the usual attendees, and to include Harold Matzner. Motion carried, roll call 5-0.

**6. ADMINISTRATIVE CALENDAR - Continued**

**d. PSCD New Office Building/Public Restrooms – Update** District Manager Jurasky informed the Board that the general contractors pre-bid conference and job walk is scheduled for October 5, 2012, sealed bids will be received and opened October 31, 2012, and bids proposals will be on the November 8, 2012 agenda. She also presented the Board with a status report and budget cost/expense worksheet report. Following a discussion the reports were received and filed.

**7. LEGISLATIVE** - None

**8. BOARD DISCUSSION** - None

**9. PUBLIC HEARING CALENDAR** - None

**10. REPORTS** **a. Trustee Report** - Trustee Lea reported that he will be attending the CAPC Education Seminar and Area Meeting in South Lake Tahoe.

**b. Manager Report** - District Manager Jurasky reported that the Veterans day service will be held as scheduled due to several donations.

She also reported that the painting of the gates at Welwood Murray Cemetery was complete, and she showed before and after photos.

District Manager Jurasky reported that she had to handle some fraudulent charges on the Bank of America check card account. The charges were reversed, the old bank card was cancelled and a new one was issued. She stated that the bank advised her that PSCD's account was not the only one affected.

District Manager Jurasky informed the Board that the Da Vall Entry gate was vandalized by bending the bars for entry after hours when the gate is locked. She stated that the bars are being repaired and reinforced.

She also reported the attorney Steve Quintanilla's PowerPoint presentation regarding public cemetery district trustee compensation, reimbursement and benefits was well received and very informative.

District Manager Jurasky informed the Board that she had received a Request for Public Records from Dean Gray, and that she was in the process of handling the request.

**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

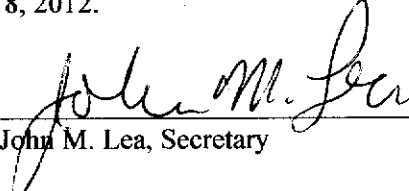
**d. Demolition of Old Office and Apartment Buildings** No action taken

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 2:42 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, November 8, 2012.

DATE: 11-8-12

  
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John M. Lea, Secretary