

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

DATE: October 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 2:02 P.M.

2. **ROLL CALL**

Present: Jan Pye, Chair
Lenny Pepper, Vice Chair

Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager
Steven Quintanilla, Green, de Bortnowsky & Quintanilla

Not Present: John M. Lea, Secretary
George Stettler, Treasurer,
Trustee Pye stated that Trustee Stettler is in route.

Motion was made by Trustee Pye, seconded by Trustee Pepper to excuse Trustee Lea who had informed Trustee Pye, Chair of his inability to attend the October 10, 2013 meeting due a prior commitment. Motion carried, vote 3-0.

Excused: John Lea, Secretary

3. **PUBLIC COMMENTS** – None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to approve the Agenda as presented. Motion carried, vote 3-0.

5. **CONSENT CALENDAR** Trustee Pye requested that agenda items 5c be pulled for discussion. Motion was made by Trustee Stettler, seconded by Trustee Pye to approve the Consent Calendar except for item 5c. Motion carried, roll call 3-0.

Trustee Stettler arrived at 2:05 P.M.

Trustee Pye inquired as to why the Edison bill was almost double, and the property taxes were lower than the projected 2013-2014 Budget. District Manager Jurasky explained that Edison had not billed for July/August electricity usage for Well#4, and combined the billing for two months in August/September, thus the larger billing. District Manager Jurasky explained how property tax income flows in during the year. Motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to approve agenda items 5c. Motion carried, roll call 4-0.

The meeting was recessed at 2:06 P.M. to allow photographer Gregg Felsen time to take photos of Trustees and District Manager Jurasky.

Reconvened at 2:19 P.M.

6. **ADMINISTRATIVE CALENDAR** a. **Neal Wilson, C & N Financial – General Overview of District Investments 3rd Quarter** Following the presentation by Neal Wilson and a discussion the investment report was received and filed.

b. **Review for Discussion and Approval Exterior Painting of Shop Building – Proposal from Moreno and Sons Painting, Inc.** District Manager Jurasky explained why there is a need for refurbishing and painting the maintenance building and shop bays. Following a discussion motion was made by Trustee Pepper, seconded by Trustee Alcumbrac. Motion carried, roll call 4-0.

c. PSCD New Administration Building Ribbon Cutting & Grand Opening District Manager Jurasky advised the Board that attorney Steve Quintanilla had agreed to contribute \$550.00 towards the event. The contribution of \$500.00 is to go toward the food etc. and \$50.00 is to cover the photographer fee, since he had agreed to take the Trustee's and District Manager's photos for the press release and had to cancel. Following a discussion motion was made by Trustee Pepper, seconded by Trustee Stettler to approve an amount not to exceed \$3,000.00 (including the \$500.00 from attorney Quintanilla) for the grand opening. Motion carried, roll call 4-0.

d. Review for Discussion and Approval – Trustee Annual Year-End Meeting Luncheon Following a discussion motion was made by Trustee Pepper, seconded Stettler to approve scheduling the Trustee Annual Year-End Meeting Luncheon for 11:00 a.m. Thursday, December 12, 2013 at Spencer's Restaurant. District Manager Jurasky was directed to handle the scheduling with the restaurant and invitation to the usual attendees. Motion carried, roll call 4-0.

e. Dia de los Muertos ~ Day of the Dead Celebration November 2, 2013 Following a discussion motion was made by Trustee Stettler, seconded by Trustee Pepper to approve hiring Cathedral City Reserve police officers for crowd and traffic control. Motion carried, roll call 4-0.

f. Review for Approval List of Documents for Destruction Following a discussion motion was made by Trustee Stettler, seconded by Trustee Pepper to approve the list of documents for destruction. District Manager Jurasky was directed to contact a shredding company for shredding and disposal. Motion carried, vote 4-0.

7. **LEGISLATIVE** - None

8. **BOARD DISCUSSION** a. **Mission Statement & Vision Statement** No action taken

b. **Cemetery Maps – Desert Memorial Park, Welwood Murray Cemetery and Boundaries** No action taken

Trustee Pye requested that item 8 be changed to Board Development.

9. **PUBLIC HEARING CALENDAR** - None

10. **REPORTS** a. **Trustee Report** - Trustee Pye wanted to know who would be the master of ceremonies for Veterans Day. District Manager Jurasky reported that Will Kleindienst has consented to be the MC.

b. **Manager Report** - District Manager Jurasky shared some of the older photos with the Board that she plans on having enlarged and framed to be used as artwork in the new office.

District Manager Jurasky stated that at the CAPC conference the question was asked how many Districts recite the pledge of allegiance before their board meeting.. Following a discussion the Board agreed not to recite the pledge of allegiance before their board meetings.

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

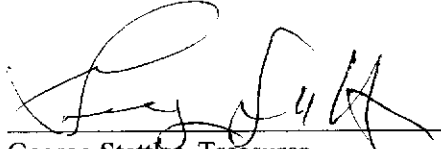
e. **Review Investment Policy of the Palm Springs Cemetery District** No action taken

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

13. CLOSED SESSION ANNOUNCEMENTS – None

14. ADJOURNMENT Meeting was adjourned by Trustee Pye at 3:23 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, November 14, 2013.

DATE: 11-14-13



George Stettler, Treasurer