

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

**DATE:** September 13, 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  
George Stettler, Treasurer  
John Lea, Secretary  
Jane Alcumbrac, Member

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

Not Present: Lenny Pepper, Vice Chair

District Manager Jurasky stated that Trustee Pepper had notified her that he had a business commitment and would not attend the September Board meeting. Motion was made by Trustee Alcumbrac, seconded by Trustee Lea to excuse Trustee Pepper. Motion carried, vote 4-0.

3. **PUBLIC COMMENTS** – None

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

5. **CONSENT CALENDAR** Motion was made by Trustee Stettler, seconded by Trustee Lea to approve the Consent Calendar as presented. Motion carried, roll call 4-0.

6. **ADMINISTRATIVE CALENDAR** a. **Review for Discussion and Understanding – GASB 45 Liability for Other Post-Employment Benefits (OPEB)** For Board understanding District Manager Jurasky explained in detail the District's GASB 45 OPEB.

**b. Review Board of Trustees General Provisions and Government & Trustee Duties and Responsibilities** Following a discussion motion was made by Trustee Stettler, seconded Alcumbrac to approve adding a \$100.00 Trustee compensation for the attendance at sub-committee meeting to the Trustees General Provisions and Government. Motion carried, roll call 4-0.

Trustee Pye said that the Board often discusses going out to bid for District projects. She stated that she wanted to bring the Board's attention item 16 of the Board of Trustees General Provisions and Government, which stated "Except in emergency circumstances, all purchases exceeding \$10,000.00 requires multiple proposals."

**c. Review Investment Policy of the Palm Springs Cemetery District** Trustee Stettler stated that he spent time reviewing the District's investments, and discussing investments in general with the Cathedral City treasurer. Following a discussion it was determined that the District's current investment advisor was performing well for the District in the current market. No action taken

**6. ADMINISTRATIVE CALENDAR - Continued**

**d. Review for Approval to Cancel PreNeed Contract in Default – G. Lemus Contract #C002476**  
Following a discussion motion was made by Trustee Lea, seconded by Trustee Stettler to approve the cancellation of the preneed contract for G. Lemus Contract #C002476. Motion carried, vote 4-0.

**e. Review for Discussion and Approval – Sheriff Labor Program** District Manager Jurasky reviewed the requirements for participating in the Sheriff Labor Program. Following a discussion motion was made by Trustee Alcumbrac, seconded by Trustee Lea to approve the District's participation in the Sheriff Labor Program Motion carried, vote 4-0.

**f. Local Public Cemetery Districts Area Meeting – September 20, 2012 at North County Cemetery District, CA**

**g. PSCD New Office Building/Public Restrooms – Update** District Manager Jurasky presented the Board with a status report and budget cost/expense worksheet report. Following a discussion the reports were received and filed.

**7. LEGISLATIVE a. Resolution 6-2012, Employer's Monthly Contribution for Employees – PERS Health**  
Following a discussion motion was made by Trustee Stettler, seconded by Trustee Lea to approve Resolution 6-2012, Employer's Monthly Contribution for Employees – PERS Health. Motion carried, roll call 4-0.

**b. Resolution 7-2012, Employer's Monthly Contribution for Employees – Dental, Vision & Life**  
Trustee Pye stated that the written amount and numeric amounts on page 7b 1 of 2 differ. The correct amount should be \$78.63 (Seventy Eight Dollars and Sixty Three Cents). Following a discussion motion was made by Trustee Stettler seconded by Trustee Lea to approve Resolution 7-2012, Employer's Monthly Contribution for Employees – Dental, Vision & Life. Motion carried, roll call 4-0.

**c. Resolution 5-2012, Affirmation of District's Commitment to Maximize Public Transparency and Public Input** Following a discussion motion was made by Trustee Lea, seconded by Trustee Alcumbrac to approve Resolution 5-2012, Affirmation of District's Commitment to Maximize Public Transparency and Public Input, with corrected date of September 13, 2012. Motion carried, vote 4-0.

**d. Resolution 8-2012, Transfer Interment Rights & Costs from PN to ACO & GF**

**8. BOARD DISCUSSION - None**

**9. PUBLIC HEARING CALENDAR - None**

**10. REPORTS a. Trustee Report** - Trustee Pye read and presented District Manager Jurasky with a proclamation from Mayor Yvonne Parks and the Desert Hot Springs City Council in recognition of her being named Cemeterian of the Year.

**b. Manager Report** - District Manager Jurasky reported that the rent for 2012-2113 from Da Vall Center, LLC has not been received and that she has sent Mark Matthews, Manager a delinquency letter. Following a discussion the Board agreed to stay with the requirements of the Agreement. District Manager Jurasky was directed to put this item on the October Agenda should the rents not be paid.

**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 2:46 P.M.    The next special board meeting is scheduled for 2:00 P.M., Wednesday, October 10, 2012.

DATE: 10-10-12

  
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John M. Lea, Secretary