

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

DATE: September 11, 2014

TIME: 11:30 A.M.

PLACE: Spencer's Restaurant, 701 Baristo Road, Palm Springs, California

1. **CALL TO ORDER** The meeting was called to order by Chairperson Pye at 11:30 A.M.

2. **ROLL CALL**

Present: Jan Pye, Chair
Lenny Pepper, Vice Chair
John M. Lea, Secretary
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager
Steven B. Quintanilla, Quintanilla & Associates

Not Present: George Stettler, Treasurer

3. **PUBLIC COMMENTS** – None

4. **CONFIRMATION OF AGENDA** Trustee Pye requested that Closed Session be removed from the Agenda. Following a discussion motion was made by Trustee Pepper, seconded by Trustee Lea to approve the Agenda with Closed Session removed. Motion carried, 4-0.

Trustee Stettler arrived at 11:34 A.M.

5. **CONSENT CALENDAR** Motion was made by Trustee Pepper, seconded by Trustee Lea to approve Consent Calendar item 5a with a revision noting that Trustee Pepper adjourned the meeting and minor grammatical corrections. Motion carried, 4-0-1. Trustee Pye was not at the July meeting and abstained.

Motion was made by Trustee Pepper, seconded by Trustee Lea to approve Consent Calendar items 5b and 5c. Motion carried 5-0.

6. **ADMINISTRATIVE CALENDAR** a. **District Investment General Overview & Update – Neal Wilson, Vice President Investments Union Banc** Mr. Wilson gave an update on the transfer of the investments from National Planning to Union Banc and discussed allocation of funds into various investments types. Trustee Stettler requested that the Union Banc statements reflect the transition from National Planning to Union Banc, thus eliminating the zeros. Mr. Wilson stated that he would handle this request and provide to Board with updated information.

Mark Matthews arrived and Trustee Pye welcomed him to the meeting.

b. **Review for Discussion and Possible Approval Canopy at Veterans Chapel – Proposal USA Shade & Fabric Structures** District Manager explained the need for shade coverage at the Veterans Chapel and gave printed information and sample designs to the Board for review. Following a discussion District Manger Jurasky was directed to bring different designs choices and pricing for the Board the review at the next meeting.

6. **ADMINISTRATIVE CALENDAR** – continued

c. **Review for Discussion and Possible Approval Da Vall Entry Redesign & Signage** District Manger Jurasky presented the Board with perspectives for possible revisions to the Da Vall Entry and signage. Following a discussion District Manager was directed to e-mail the perspectives to the Board, and place this item on the October 2014 agenda.

d. **Vacation, PTO and Sick Leave - District Manager** Following a discussion District Manager was directed to amend the District Manager vacation verbiage and place the amendment on the October 2014 agenda.

7. **LEGISLATIVE** - None

8. **BOARD DEVELOPMENT** - None

9. **PUBLIC HEARING CALENDAR** - None

10. **REPORTS** a. **Trustee Report** - None

b. **Manager Report** - District Manager Jurasky reported that Jerry Figueroa, Owner of CemSafe passed away and that the District's database and kiosk are on hold until the company reorganizes.

District Manager Jurasky reported that Trustees Alcumbrac, Pepper and Stettler have been reappointed to the PSCD Board by the county Board of Supervisors on September 9, 2014.

The meeting was recessed at 12:04pm

Robert Alcumbrac arrived and Trustee Pye reconvened the meeting at 12:10pm. Trustee Pye announced that on August 31, 2014 Trustees Alcumbrac and Pepper completed their 20th year as Trustees on the PSCD Board. She presented them both with an individual award of recognition for their dedication and exemplary service as Trustees of the Palm Springs Cemetery District.

11. **FUTURE AGENDA ITEMS** a. **Discussion in 2015/2016 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. **Discussion for Possible Pet Cemetery** No action taken

12. **CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** No Closed Session

13. **CLOSED SESSION ANNOUNCEMENTS**

14. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 12:13 P.M. The next special board meeting is scheduled for 2:00 P.M., Wednesday, October 8, 2014.

DATE: 10-8-14


John M. Lea, Secretary