

**PALM SPRINGS CEMETERY DISTRICT
MINUTES**

REGULAR BOARD OF TRUSTEE MEETING

DATE: June 13, 2024

TIME: 2:00 P.M.

PLACE: 31-705 Da Vall Drive, Cathedral City, California 92234

1. CALL TO ORDER Meeting was called to order by Trustee Pye at 2:01 P.M.

2. ROLL CALL Present: Jan M. Pye, Chairperson
Michael V. Smith, Vice Chairperson
LaFaye M. Platter, Secretary (Via ZOOM)
Tim Radigan-Brophy

Also Present: Kathleen Jurasky, District Manager
Steven Quintanilla, Attorney (Via ZOOM)

Not Present: Lynn T. Mallotto, Treasurer

3. PUBLIC COMMENTS None

4. CONFIRMATION OF AGENDA Motion was made by Trustee Radigan-Brophy, seconded by Trustee Smith to approve the agenda as presented. Motion carried; roll call 4-0 Platter, Pye, Radigan-Brophy and Smith.

5. CONSENT CALENDAR Trustee Pye asked District Manager Jurasky to explain three expenditures; check #24967 in the amount of \$19,200 made payable to KMI Columbaria, Inc. District Manager Jurasky stated this was a deposit for the cremation columbium and ossuary to be installed at Desert Memorial Park, check #24981 in the amount of \$9,487.45 made payable to the City of Cathedral was the building permit fee for Sections B-39 through B-46 new interment sections at Desert Memorial Park, and check #25000 in the amount of \$4,197.27 made payable to the City of Cathedral was the grading permit fee for Sections B-39 through B-46. Following a discussion motion was made by Trustee Radigan-Brophy, second by Trustee Smith to approve the Consent Calendar as presented. Motion carried; roll call 4-0 Platter, Pye, Radigan-Brophy and Smith.

6. ADMINISTRATIVE CALENDAR a. **Review for Discussion and Approval – MSA Consulting, Inc. Proposal for Construction Observation and Office Support Services New Development Section B-39 to B46 at DMP Amendment to Original Contract.** Following a discussion motion was made by Trustee Radigan-Brophy, seconded by Trustee Platter to approve the proposal not to exceed \$15,000.00 from MSA Consulting, Inc. Motion carried; roll call 4-0 Platter, Pye, Radigan-Brophy and Smith.

b. Authorized Signature List for Riverside County Authorized Signature List will be signed at a later date.

c. Review for Discussion and Approval – Allocations of Funds for 2024-2025 Development Projects District Manager Jurasky reviewed the development projects and costs. Following a discussion, Motion was made by Trustee Smith, seconded by Trustee Radigan-Brophy to approve the 2024-2025 Development Projects. Motion carried, roll call 4-0, Platter, Pye, Radigan-Brophy and Smith.

6. ADMINISTRATIVE CALENDAR - Continued

d. Review for Discussion and Approval – 2024-2027 Future Development Projects District Manager Jurasky reviewed the future development projects and estimated cost. Following a discussion motion was made by Trustee Smith, seconded by Trustee Radigan-Brophy to approve the 2024-2027 Future Development Projects. Motion carried, roll call 4-0, Platter, Pye, Radigan-Brophy and Smith.

e. Review for Discussion and Approval – 2024-2025 Schedules of Charges District Manager Jurasky reviewed the schedule of charges, explained which charges were increasing and why. Following a discussion motion was made by Trustee Smith, seconded by Trustee Platter to approve the 2024-2025 Schedule of Charges. Motion carried, roll call 4-0, Platter, Pye, Radigan-Brophy and Smith.

f. Review for Discussion and Approval – 2024-2025 Proposed Budget District Manager Jurasky reviewed the 2024-2025 proposed budget, and following a discussion motion was made by Trustee Radigan-Brophy, seconded by Trustee Smith to approve the 2024-2025 Proposed Budget. Motion carried, roll call 4-0, Platter, Pye, Radigan-Brophy and Smith.

Trustee Radigan-Brophy left the meeting at 2:37 P.M.

g. CSDA Annual Conference & Exhibitor Showcase – September 9-12, 2024, in Indian Wells, CA Following a discussion motion was made Trustee Pye, seconded by Trustee Smith to approve Trustees and District Manager Jurasky attending the CSDA Annual Conference & Exhibitor Showcase. This approval is to include all necessary expenses. Motion carried, roll call 3-0, Platter, Pye, and Smith.

h. Review for Filing of the 2024 Local Agency Biennial Notice Conflict of Interest Code- Riverside County Board of Supervisors District Manager Jurasky explained the purpose of the Agency Biennial Notice Conflict filing requirement. The form was signed by Trustee Pye as Board chairperson, and District Manager Jurasky stated she would submit the executed form to the County Board of Supervisors..

7. LEGISLATIVE a. Resolution 3-2024, Transfer Interment Rights & Costs from PN to ACO & GF Motion was made by Trustee Smith, seconded by Trustee Pye to approve Resolution 3-2024 transferring \$12,061.78 from PreNeed Fund, 51265 to the General Fund, 51270 and \$7,024.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 3-0. Platter, Pye and Smith.

b. Resolution 4-2024, 2024-2025 Budget Adoption Following a discussion motion was made by Trustee Smith, seconded by Trustee Platter to approve Resolution 4-2024, 2024-2025 Budget Adoption. Motion carried, roll call 3-0. Platter, Pye and Smith.

8. TRUSTEE AND ATTORNEY SIGNATURES All documents were signed as needed by the Trustees; no attorney signature needed.

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEE REPORTS – None

12. REPORTS a. Trustee Report – None

b. District Manager District Manager Jurasky reported that the March 11, 2024, burglary and theft claim with the District’s insurance carrier SDRMA was settled, and the District will be receiving a check in the amount of \$30,749.84 which is \$1,000.00 (deductible) less than the total loss and claim.

She also informed the Board that she had taken an old, abandoned grounds crew restroom on the south end of the shop bays, and turned it into a storage room after removing the toilet, sealing the drain, painting the interior and adding shelving.

13. FUTURE AGENDA ITEMS a. Discussion in 2024/2025 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. Marketing/Advertising No action taken

d. Future Long-Range Planning – PSCD Staff No action taken

e. Trustee Meeting Attendance Compensation

14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE Safe Harbor language was read by District Manager Jurasky. Convened into Closed Session at 2:41 P.M.

a. Conference with Legal Counsel – Regarding Potential Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): (One Potential Case)

b. Lease Agreement Delinquent Prior Years Property Taxes Riverside County Treasurer - Update

c. East 40 Acres Lease Agreement – Update Nothing to report.

Returned to Open Session at 2:45 P.M.

15. CLOSED SESSION ANNOUNCEMENT – District Manager Jurasky announced no reportable action.

16. OPEN SESSION – None

17. ADJOURNMENT Meeting was adjourned by Trustee Pye at 2:45 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, July 11, 2024.

DATE: _____

LaFaye M. Platter, Secretary