

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

**DATE:** July 11, 2019

**TIME:** 2:00 P.M.

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

1. **CALL TO ORDER** The meeting was called to order by Chairperson Pye at 2:00 P.M.

District Manager Jurasky reported that Trustee Mallotto had contacted her, and said she was running a few minutes late.

2. **ROLL CALL**

Present: Jan M. Pye, Chairperson  
William G. Kleindienst, Vice Chairperson  
Bary A. Freet, Member, Secretary  
Tim M. Radigan-Brophy, Member

Also, Present: Kathleen Jurasky, District Manager  
Steve Quintanilla, Quintanilla & Associates

Not Present: Lynn T. Mallotto, Treasurer

3. **PUBLIC COMMENTS** – Brad Anderson who resides in Rancho Mirage, CA introduced himself, and stated that he was just sitting in on the meeting to observe. The Board and District Manager welcomed him and thanked him for taking the time to attend.

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Radigan-Brophy, seconded by Trustee Kleindienst to approve the Agenda as presented. Motion carried; vote 4-0 Freet, Kleindienst, Pye and Radigan-Brophy.

Trustee Pye stated that she had questions regarding items on the Consent Calendar. She asked if PSCD was reimbursed by PMPC for the \$15.60 expenditure. District Manager Jurasky replied yes, it was reimbursed by check from the PMPC on July 2, 2019.

She referred to page 5b 2 of 6 check #22593 paying for February and March 2019 legal services, and requested that attorney Quintanilla submit invoices to cover the months of April, May and June for year-end financials. Attorney Quintanilla stated that he would have his office prepare immediately and submit to the District.

Trustee Pye also referenced check #22597 final payment for strategic planning, and wanted to know to total cost. District Manager replied \$15,000.00, and the final check would be released upon delivery of the bound strategic plan documents on July 17, 2019 at a meeting she has scheduled with Jim McComb.

She also asked (referring to check #22584) if Yellow Page advertising annual fee of \$182.30 is necessary. Following a discussion, the conscious was yes.

**5. CONSENT CALENDAR** Following the discussion above motion was made by Trustee Radigan-Brophy, seconded by Trustee Freet to approve the Consent Calendar as presented. Motion carried; roll call 4-0 Freet, Kleindienst, Radigan-Brophy and Pye.

Trustee Kleindienst stated that he may have a possible conflict of interest addressing item 6a due to the fact that his wife does business with the East 40 Acres lessee, and he left the meeting.

**6. ADMINISTRATIVE CALENDAR** **a. East 40 Acres Lease Agreement, Proposal and Presentation – Bert Garland, Garland Commercial Group and Bennion Deville Commercial** Trustee Pye requested that all Trustees, Attorney and District Manager introduce themselves.

Attorney Quintanilla gave an overview of the East 40-acre parcel declaration as surplus land, the lease agreement and possessory property taxes due. He then gave an overview of the East 40-acre parcel land exchange between the Cities of Cathedral City and Rancho Mirage.

Trustee Mallotto arrived at 2:08PM

Mr. Garland introduced himself, and gave a brief summary of his background, the companies he represents and the products that the companies build. He stated that he and his two partners develop commercial real estate, have joined with the other companies and contacted Mario Gonzales to discuss the possibility of acquiring his lease and developing a project on the 40-acre parcel.

He then presented the Board with a flyer from Da Vall Center, LLC regarding the property and its usage, which Mr. Garland said were misrepresented. With further investigations of documents, he noticed the name of Jane Alcumbrac on several and since she worked for Bennion Deville he contacted her. She suggested that he contact the District Manager of PSCD, which he did, and he and Jane Alcumbrac met with Kathleen Jurasky, District Manager.

District Manager Jurasky gave him a public overview of the lease agreement, property tax status and the fact that the Board of Trustees knew nothing about his arrangements to possibly acquire the lease agreement from Mr. Gonzales.

Mr. Garland stated that they are very interested in developing the property, and reviewed the potential uses for the site with the Board.

Following a discussion Trustee Pye informed Mr. Garland that there may not be an August board meeting, and there will not be any communication before September. They thanked him for his presentation, he thanked them for allowing him to make it, and said he looks forward to hearing from the in the future.

Trustee Kleindienst returned to the meeting at 2:34:PM

**b. District Investment General Overview & Update – Neal Wilson, Wealth Consulting Group** Mr. Wilson reported that June was a good month the portfolio increased almost \$35,000.00, and first six months (year-to-date) the portfolio is up more than \$237,000.00. Which represents a 2.75% overall increase net of fees. He stated that the fact that most of the investments are in treasuries and CD's the portfolio is doing very well.

Motion was made by Trustee Radigan-Brophy, seconded by Trustee Kleindienst to receive and file. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**c. Board of Trustees General Provisions and Government & Trustees Duties and Responsibilities** District Manager Jurasky stated that the only change is noted on page 6c 3 of 5 item #16 that increases from \$2,500.00 to \$5,000.00 the District Manager purchase limit without Board approval at the May 9, 2019 board meeting. Following a discussion there were no other changes. Motion was made by Trustee Radigan-Brophy, seconded by Trustee Freet to approve the change to the Board of Trustees General Provisions. Motion carried, roll call 5-0, Freet, Kleindienst, Mallotto Pye and Radigan-Brophy.

**d. Discussion Capital Improvements and Possible Direction for Concept of PSCD Master Plan – Agenda Item Requested by Trustee Freet** Trustee Freet expressed his concerns regarding any development without a master Plan. He stated that he can't vote on developments to the site without a master plan that gives directions as to where The District is going in the future. He stated that he would like to see a plan that addresses needs for the next twenty years.

Following a discussion motion was made by Trustee Freet, seconded by Trustee Kleindienst directing attorney Quintanilla to investigate cost and feasibility of working with other public cemetery districts on the possibility of preparing a joint nexus study for the purpose of collecting development impact fees.

**e. Discussion PSCD Water Usage - Agenda Item Requested by Trustee Freet** Trustee Freet stated that he had a personal complaint brought to him regarding a person visiting the gravesite of a loved one at DMP, and they were tired of getting wet. He said that he called District Manager Jurasky and informed her of what was said to him, and she stated that watering during the day was correct. She explained to Trustee Freet that SCE has changed there TOU rates and it is currently more expensive to water during the evenings and nights which the District used to do, and told him that SCE is using solar as to the reason why.

District Manager Jurasky further explained the SCE TOU rates and hours of watering during summer and winter.

Following a discussion District Manager Jurasky was directed to develop a plan/signage/website notifying the public of the TOU established by SCE for summer and winter hours. This item to be placed on a future agenda for Board to approve wording prior to posting.

**f. Discussion PSCD Agenda Staff Reports** Following a discussion District Manager Jurasky was instructed to prepare staff reports on a case by case basis as needed, and when not needed detailed information is to be provided for clarification of agenda items.

**g. CSDA Annual Conference and Exhibitors Showcase September 25-28, 2019 in Anaheim, CA** Following a discussion motion was made Trustee Radigan-Brophy, seconded by Trustee Mallotto to approve Trustees, District Manager Jurasky and a staff member attending CSDA Annual Conference and Exhibitors Showcase in Anaheim, CA. This approval is to include all necessary expenses. Motion carried, roll call 5-0, Freet, Kleindienst, Mallotto Pye and Radigan-Brophy.

**h. CAPC Annual Education Seminar and Area Meeting October 11-12, 2019 in Ventura, CA** Following a discussion motion was made Trustee Radigan-Brophy, seconded by Trustee Mallotto to approve Trustees, District Manager Jurasky and one staff member attending CAPC Annual Education Seminar and Area Meeting in Ventura, CA. This approval is to include all necessary expenses. Motion carried, roll call 5-0, Freet, Kleindienst, Mallotto Pye and Radigan-Brophy.

**i. Discussion and Approval to Cancel August 2019 Board Meeting** Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Freet to approve cancelling the August 8, 2019 board meeting. Motion carried, vote 5-0. Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**7. LEGISLATIVE CALENDAR** **a. Resolution 1-2019, Adopting a Paid Leave Policy** Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve Resolution 1-2019, Adopting a Paid Leave Policy Motion carried, roll call 5-0. Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**b. Resolution 7-2019, Public Records Act Guide for Implementing the California Public Records Act to Ensure Public Access** Steve Quintanilla District's attorney gave an overview of the Guide. Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Freet to approve Resolution 7-2019, Public Records Act Guide for Implementing the California Public Records Act to Ensure Public Access. Motion carried, vote 5-0. Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

7. **LEGISLATIVE CALENDAR** – Continued

c. **Resolution 8-2019, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Freet, seconded by Trustee Kleindienst to approve Resolution 8-2019 transferring \$8,193.88 from PreNeed Fund, 51265 to the General Fund, 51270 and \$1,175.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 4-0. Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

8. **TRUSTEE SIGNATURES AND ATTORNEY** Trustees signatures were completed.

9. **BOARD DEVELOPMENT** a. **Investment Policy** – No action taken

10. **PUBLIC HEARING CALENDAR** – None

11. **COMMITTEE REPORTS** – None

12. **REPORTS** a. **Trustee Report** Trustee Kleindienst shared his vacation experiences visiting the cemetery in Normandy while in France.

Trustee Pye requested the East 40 Acre lease agreement be placed on the September 8, 2019 agenda.

b. **District Manager Report**

1. **Human Resource Research** District Manager Jurasky reported she is researching human resources companies that can be used when needed.

District Manager stated that Scott Vickrey, Office Accountant had prepared a grant request to cover \$54,000.00 of \$84,000.00 from the Coachella Valley Mountains Conservancy for the removal of Tamarisk Tree, and it was approved. Trustee Pye called Scott into the meeting, and the Board praised him for his work and thanked him.

13. **FUTURE AGENDA ITEMS** a. **Discussion in 2020/2021 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** No action taken

d. **Review for Discussion and Possible Approval the Concept of Public Restrooms – Veteran Chapel**  
No action taken


14. **CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** –

15. **CLOSED SESSION ANNOUNCEMENT**–

16. **OPEN SESSION** – None

17. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:54 P.M. No August board meeting. The next regular board meeting is scheduled for 2:00 P.M., Thursday, September 12, 2019.

DATE: 9/12/19

  
Barry A. Freet, Secretary