

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

**DATE:** September 14, 2023

**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 2:02 P.M.

2. **ROLL CALL**

Present: Jan M. Pye, Chairperson  
Lynn T. Mallotto, Treasurer  
LaFaye M. Platter, Secretary  
Michael V. Smith, Member

Also Present: Kathleen Jurasky, District Manager  
Lisa Weaver, Quintanilla & Associates

3. **PUBLIC COMMENTS** – District Manager Jurasky stated former Trustee Kleindienst is in attendance to be presented with an award in recognition of his seven years as a Trustee on the Board of the Palm Springs Cemetery District. She thanked him, and stated his service and contributions to the District were truly appreciated.

Trustee Pye presented Mr. Kleindienst with the award, she acknowledged his many contributions to the District and thanked him for his organizational, policies and public relation skills.

Mr. Kleindienst thanked the Board and District Manager Jurasky, he stated the PSCD Board’s combined effort produced the highest level of public service, and it was an honor for him to serve. He said the PSCD Board position will be missed.

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

5. **CONSENT CALENDAR** Motion was made by Trustee Mallotto, second by Trustee Smith to approve the Consent Calendar as presented. Motion carried; roll call 4-0 Mallotto, Platter, Pye and Smith.

6. **ADMINISTRATIVE CALENDAR** a. **Review for Discussion and Possible Approval Current Strategic Plan Update – Proposal from Jim McComb** Following a discussion motion was made Trustee Smith, seconded by Trustee Mallotto to approve the proposal in the amount of \$11,900.00 for the strategic plan update. However, the Board approved waiting until after the holiday and the fifth board member has been appointed. Motion carried; roll call 4-0 Mallotto, Platter, Pye and Smith.

b. **Welwood Murray Niche Project - Update** District Manager Jurasky reported the niche project detail drawings are not completed. She stated when they are completed, they will be submitted to the City of Palm Springs planning for review.

c. **Review for Discussion and Approval – Revised Allocation of Funds for 2023-2024 Development Projects** District Manager Jurasky reported the costs for the extension of the walls along Da Vall Drive and McCallum Way have not been received. She also reported the city of Cathedral City is requesting an additional right-of-way for the easement. Motion was made by Trustee Mallotto, seconded by Trustee Smith directing attorney Quintanilla to handle this easement request with the city of Cathedral City. Motion carried; roll call 4-0 Mallotto, Platter, Pye and Smith.

**6. ADMINISTRATIVE CALENDAR - continued**

**d. Review for Discussion and Possible Approval – J. Diaz Request to Donate a Bench for Section A-38.** Following a discussion motion was made by Trustee Smith, seconded by Trustee Mallotto to approve the placement of an all-granite bench with “In Loving Memory” only no name/s can be inscribed. Attorney Quintanilla was directed to prepare a conditions of approval memorial bench policy. This policy will be placed on a future agenda. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

**e. Family Surveys Returned Report and Discussion to Continue or Discontinue Family Survey** Following a discussion motion was made Trustee Mallotto, seconded by Trustee Smith to approve discontinuing the Family Survey until after the current strategic plan update. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

**7. LEGISLATIVE a. Resolution 8-2023, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Smith, seconded by Trustee Mallotto to approve Resolution 8-2023 transferring \$26,634.36 from PreNeed Fund, 51265 to the General Fund, 51270 and \$17,935.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 4-0. Mallotto, Platter, Pye and Smith.

**8. TRUSTEE SIGNATURES AND ATTORNEY** All documents were signed as needed by Trustees.

**9. BOARD DEVELOPMENT** – None

**10. PUBLIC HEARING CALENDAR** – None

**11. COMMITTEE REPORTS** – None

**12. REPORTS a. Trustee Report** – Trustee Pye reported on the CSDA Annual Conference & Exhibitor Showcase, and stated by attending these conferences continues to confirm PSCD is conducting business correctly and transparently.

**b. District Manager** District Manager Jurasky

1. Reminder: October Board Meeting Scheduled for 2:00PM, Tuesday, October 3, 2023

**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

Trustee Platter left the meeting at 3:15 P.M.

**14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 3:19 P.M.

- a. Conference with Labor Negotiator Regarding Unrepresented Employee  
Pursuant to Government Code Section 54957.6(a)  
District's Designated Representative: Steven B. Quintanilla, General Counsel  
**Unrepresented Employee:** District Manager

Returned to Open Session at 3:35 P.M.

**15. CLOSED SESSION ANNOUNCEMENT** No Reportable Action

**16. OPEN SESSION** – None

**17. ADJOURNMENT** Meeting was adjourned to October 3, 2023 by Trustee Pye at 3:36 P.M. The adjourned board meeting is scheduled for 2:00 P.M., Tuesday, October 3, 2023.

DATE: \_\_\_\_\_

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LaFaye M. Platter, Secretary

