

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

DATE: June 8, 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 2:00 P.M.

2. **ROLL CALL**

Present: Jan M. Pye, Chairperson
Lynn T. Malotto, Treasurer
LaFaye M. Platter, Secretary (arrived at 2:04pm)
Michael V. Smith, Member

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

3. **PUBLIC COMMENTS** – Brad Anderson from the city of Rancho Mirage submitted public comments for the record.

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Malotto, seconded by Trustee Smith to approve the agenda as presented. Motion carried; roll call 3-0 Malotto, Pye and Smith.

Trustee Platter arrived

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

6. **ADMINISTRATIVE CALENDAR** a. **Discussion – PSCD Vacant Board Seat** - No action taken

b. **Authorized Signature List for Riverside County** Authorized Signature List was signed by all Trustees and District Manager Jurasky.

c. **Review for Discussion and Approval – Allocations of Funds for 2023-2024 Development Projects** District Manager Jurasky reviewed the development projects and costs.

Trustee Smith inquired about the plans for development and construction of the walls and improvements extending along Da Vall Drive and McCallum Way.

Following a discussion, the board agreed to add the allocation of funds towards the planning, development, construction and/or installation of streets, sidewalks, gutters and related uses on or adjacent to Da Vall Drive and McCallum Way along the perimeter of Desert Memorial Park. This will facilitate pedestrian visits to Desert Memorial Park, and District Manager Jurasky was directed to seek any available grant funding for the same from the Safe Routes to School Program and other sources. Motion was made by Trustee Smith, seconded by Trustee Malotto to approve the 2023-2024 Development Projects. Motion carried, roll call 4-0, Malotto, Platter, Pye and Smith.

d. **Review for Discussion and Approval – 2022-2026 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 Platter to approve the 2023-2026 Future Development Projects. Motion carried, roll call 4-0, Malotto, Platter, Pye and Smith.

6. ADMINISTRATIVE CALENDAR - continued

e. Review for Discussion and Approval – 2023-2024 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 Platter, seconded by Trustee Smith to approve the 2023-2024 Schedule of Charges. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

f. Review for Discussion and Approval – 2023-2024 Proposed Budget District Manager Jurasky reviewed the 2023-2024 proposed budget, and stated the 2023-2024 budget is reflective of 3%-10% increases. Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Platter to approve the 2023-2024 Proposed Budget. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

g. CSDA Annual Conference & Exhibitor Showcase – August 28-31, 2023 in Palm Monterey, 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 4-0, Mallotto, Platter, Pye and Smith.

h. District Manager Employment Agreement – Increase in Annual Compensation

1. Staff Report

District's attorney Steve Quintanilla reported at the May Board meeting, the Board met in closed session under Labor Negotiations pertaining to an Unpresented Employee, the District Manager, and offered the following retroactive increases in the District Manager's annual compensation: 5% for Fiscal Year 2020-21, 5% for Fiscal Year 2022-23, and a 10% for Fiscal Year 2022-23 commencing July 1, 2023. Motion was made by Trustee Mallotto, seconded by Trustee Platter to approve the staff report as presented by attorney Quintanilla. Motion carried, roll call 4-0. Mallotto, Platter, Pye and Smith.

7. LEGISLATIVE – a. Resolution 6-2023, Transfer Interment Rights & Costs from PN to ACO & GF Motion was made by Trustee Pye, seconded by Trustee Platter to approve Resolution 6-2023 transferring \$14,144.92 from PreNeed Fund, 51265 to the General Fund, 51270 and \$9,055.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 4-0. Mallotto, Platter, Pye and Smith.

b. Resolution 7-2023, 2023-2024 Budget Adoption Following a discussion motion was made by Trustee Smith, seconded by Trustee Mallotto to approve Resolution 7-2023, 2023-2024 Budget Adoption. Motion carried, roll call 4-0. Mallotto, Platter, Pye and Smith.

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

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

1. PSCD Strategic Barometer Dashboard and Strategic Barometer – Nothing to Report -No changes

2. Memorial Day Posting of Veteran Flags by Scouts BSA Troop 282 at Desert Memorial Park - Update

District Manager Jurasky reported there was not be a Memorial Day event, however Scouts BSA Troop 262 posted Veteran flags through-out Desert Memorial Park and removed later the same day.

She also reported as a thank you, in addition to cupcakes and drinks she had a \$50 cash raffle of 1(\$20), 2(\$10) and 2(\$5) which was awarded to five scouts by random drawing.

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

14. CLOSED SESSION - READING OF THE SAFE HARBOR Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 3:07P.M.

a. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Counsel

15. CLOSED SESSION ANNOUNCEMENT Returned to open session at 3:22 P.M No Reportable Action

16. OPEN SESSION – None

17. ADJOURNMENT Meeting was adjourned by Trustee Pye at 3:22 P.M. The next regular board meeting scheduled for 2:00 P.M., Thursday, July 13, 2023.

DATE: 7-13-2023



LaFaye M. Platter, Secretary