

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

**DATE:** May 9, 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.

2. **ROLL CALL**

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

Also, Present: Kathleen Jurasky, District Manager

3. **PUBLIC COMMENTS** – None

Trustee Pye reported that there was a slight change to the wording of item 6d, adding “Concept of” before Public.

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Radigan-Brophy, seconded by Trustee Mallotto to approve the Agenda as corrected. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

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

6. **ADMINISTRATIVE CALENDAR** a. **District Investment General Overview & Update – Neal Wilson, C & N Financial** Mr. Wilson stated that custodian of the investment funds has been completed, and on line access to the account needs to be set-up. He presented forms for designated Trustees to sign finalize the set-up process.

He said that he is working on getting the statements to show needed reports for the District different funds, and to reflect the separation of interest and principal funds for the Endowment account.

Mr. Wilson stated that will be keeping the funds in short term investments.

b. **Review for Discussion and Possible Approval to increase District Manager Purchase Limit Amount** Following a discussion motion was made by Trustee Freet, seconded by Trustee Kleindienst to approve increasing the purchase limit from \$2,500.00 to \$5,000.00. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

- c. Review Proposals for Discussion and Possible Approval to Patch and Texture Damaged Stucco Exterior Walls - DMP** Following a discussion District Manager Jurasky was directed obtain warranty/guarantees information and, also discuss this item with Mike Fontana for his feedback. This item to be future agenda.
- d. Review for Discussion and Possible Approval Concept of Public Restrooms at Veterans Chapel – Portland Loo** Following a discussion this item was tabled to a future agenda.
- e. CSDA General Manager Leadership Summit June 23-25 in Newport Beach, CA** Following a discussion motion was made by Trustee Freet, seconded by Kleindienst to approve District Manager Jurasky attending the CSDA General Manager Leadership Summit in Newport Beach, CA. Attendance is to include all necessary expenses. Motion carried; roll call 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 Freet, seconded by Mallotto to defer this item to the June Agenda. Motion carried; vote 5-0 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**  
**b. District Manager Report**
- 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
- 14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** – Safe Harbor language was read by Kathleen Jurasky, District Manager. Convened into Closed Session at 2:47 P.M.  
**a. Conference with Labor Negotiator (Government Code § 54954.5) District’s Designated Labor Negotiator:**  
Steven B. Quintanilla, General Counsel  
**Unrepresented Employee:** District Manager

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Reconvened into Open Session at 3:07 P.M.

15. **CLOSED SESSION ANNOUNCEMENT**– No reportable action

16. **OPEN SESSION** a. **District Manager Employment Agreement, Salary Compensation and Other Terms**  
No action taken

17. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:07 P.M. The next board meeting is scheduled for 2:00 P.M., Thursday, June 13, 2019.

DATE:

6/13/19

  
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Bary A. Freet, Secretary