

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

DATE: November 10, 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
Steve Quintanilla, Quintanilla & Associates

3. **PUBLIC COMMENTS** –

4. **PSCD STAFF AND NISSHO STAFF RECOGNITION & APPRECIATION** District Manager Jurasky stated Palm Springs Cemetery District Staff and two of Nissho employees are in attendance to be presented with awards in recognition of their contributions and efforts to the Palm Springs Cemetery District during tropical storm Hillary, and also the handling of a high-profile interment during her vacation. She reported there was major tree damage, and the grounds crew handled the removal and clean-up very efficiently saving the District several thousand dollars.

District Manager Jurasky also reported office staff handled the high-profile interment with professionalism, proficiency and did everything necessary for such a service. She thanked them, and stated their efforts and contributions to the District are truly appreciated. The Board of Trustees expressed their appreciation and thanked them.

5. **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.

6. **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.

7. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group** Neal Wilson presented a PowerPoint presentation to the Board and discussed the following:

Account balances: Endowment - Restricted account balance is currently \$5,624,128.00
Endowment -Unrestricted account balance is currently \$1,339,057.00
Pre-Needs - account balance is currently \$2,756,016.00
Capital Outlay- account balance is currently \$1,251,211.00

Maturity Schedule: Schedule shows cash now, and noted the dollar amounts and maturity years through 2027.

Summary and Outlook: He stated with over 80% of the portfolios coming due in 2024 and the 2-year treasury yield at a 16-year high, the monies from the maturing investments should be able to be reinvested as a considerably higher rate.

Mr. Wilson further stated this will increase the return on investments, and said the ideal goal would be to get as close to an overall return of 5% as possible. The investment report was received and filed.

7. ADMINISTRATIVE CALENDAR - continued

b. Review for Discussion and Possible Approval Increase in PSCD Monthly Employer Contribution for Employee Health Insurance Premiums – Presentation of Other District’s Contributions – S. Vickrey, Office Accountant Mr. Vickrey made the presentation and a discussion followed. Following the discussion, the Board agreed to review the budget to ascertain the viability of increasing the employer premium contribution. This item is to be placed on a near future agenda or a special meeting will be called to address.

c. PSCD Prior Owner of 26.9 Acres Landfill – Inquiry J. Swauger, Trustee Caliente Conservancy Trust Cathedral City Landfill – Report by District Manager Jurasky District Manager Jurasky reported Mr. Swauger came to the office requesting information regarding contracts on the purchase and sell of the landfill. She stated she would contact the District’s attorney Steve Quintanilla regarding the request before releasing anything.

She further stated Mr. Swauger said tropical storm had uncovered potentially hazardous debris in the landfill, and she felt he was looking to the District as a possible source to help mitigate the issue. No action taken

d. Review for Discussion and Possible Approval – Conditional of Approval Memorial Bench Policy Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Platter to approve the Conditional of Approval Memorial Bench Policy. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

e. Review for Discussion for Approval to Replace Well #4 Air and Water Check Valves – Proposal L.O. Lynch Quality Wells and Pumps, Inc. Following a discussion motion was made Trustee Platter, seconded by Trustee Mallotto to approve the proposal in the amount of \$7,161.00 from L.O. Lynch Quality Wells and Pumps, Inc. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

f. Review for Discussion and Approval –Trustee Annual Year-End Meeting Luncheon Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Smith to approve scheduling the Trustee Annual Year-End Meeting Luncheon for 12:30 A.M, Tuesday, December 19, 2023 at Spencer’s Restaurant for the board meeting, and luncheon immediately following. District Manager Jurasky was directed to handle the scheduling with the restaurant and to send invitations. Motion carried; roll call 4-0. Mallotto, Platter, Pye and Smith.

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

8. LEGISLATIVE a. Resolution 9-2023, Transfer Interment Rights & Costs from PN to ACO & GF Motion was made by Trustee Mallotto, seconded by Trustee Platter to approve Resolution 9-2023 transferring \$24,591.24 from PreNeed Fund, 51265 to the General Fund, 51270 and \$18,100.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 4-0. Mallotto, Platter, Pye and Smith.

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

10. BOARD DEVELOPMENT – None

11. PUBLIC HEARING CALENDAR – None

12. COMMITTEE REPORTS – None

13. REPORTS a. Trustee Report – Trustee Mallotto reported she declined an invitation to speak during the Veterans Day Ceremony at DMP from Tom Swann Hernandez, AMVETS Post 66 due to postings on their website.

b. District Manager District Manager Jurasky

1. Day of the Dead/Dia de los Muertos Event - District Manager Jurasky reported the event organized by the Community was a success.
2. AMVETS Post 66 Veterans Day Ceremony, 10:00 A.M., Saturday, November 11, 2023 at DMP
3. SDRMA – No Liability or Workers’ Compensation Claims in Fiscal Year 2022-2023
4. Wreaths Across America Ceremony, 12:00 P.M., Saturday, December 16, 2023 at DMP & WMC

14. 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

15. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 3:21 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 3:51 P.M.

16. CLOSED SESSION ANNOUNCEMENT No Reportable Action

17. OPEN SESSION – None

18. ADJOURNMENT Meeting was adjourned by Trustee Pye at 3:52 P.M. The next special board meeting is scheduled for 12:30 P.M., Friday, December 22, 2023 at Spencer’s Restaurant in Palm Springs, CA.

DATE: _____

LaFaye M. Platter, Secretary

