

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

**DATE:** March 14, 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.

Trustee Pye called for a five-minute recess to give Trustees Kleindienst and Mallotto time to arrive.

**Meeting returned from recess at 2:05PM**

**1a. WELCOME NEW BOARD MEMBERS AND INTRODUCTIONS** Trustee Pye welcomed new Trustees Bary Freet and Tim Radigan-Brophy, and asked that gave each a briefly introduce themselves.

Trustee Radigan-Brophy said he was delighted to be here and has had an interest in joining the Board for some time. He stated the he is excited to be part of a Board that is directed towards inclusiveness of the community and he looks forward working with the Board to expand their directions.

Trustee Freet said he retired as Fire Chief for Palm Springs about 14 years ago, worked for the now defunct Critical Care in Rancho Mirage, is currently serving on the Tram Board, has served on several commissions and he is pleased to be on this Board.

Trustees Pye, Mallotto, Steve Quintanilla PSCD Attorney, Neal Wilson, PSCD Investment Advisor, Christy Tyler-Cooper PSCD Outside Auditor and District Manager all introduced themselves. They all welcomed new Trustees Freet and Radigan-Brophy.

**2. ROLL CALL**

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

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

Not Present: William G. Kleindienst, Secretary

**3. PUBLIC COMMENTS** – None

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

**5. CONSENT CALENDAR** Motion was made by Trustee Mallotto, seconded by Trustee Radigan-Brophy to approve the Consent Calendar as presented. Motion carried; roll call 3-0 Mallotto, Radigan-Brophy and Pye. Trustee Freet abstained.

Due to Trustee Kleindienst being late Trustee Pye requested that item 6a Elections of Officers be addressed under Agenda item 11.

Motion was made by Trustee Radigan-Brophy, seconded by Trustee Mallotto to approve the Agenda with item 6a being moved to be addressed under agenda item 11. Motion carried; vote 4-0 Freet, Mallotto, Pye and Radigan-Brophy.

**6. ADMINISTRATIVE CALENDAR b. Christy Tyler-Cooper, Dennis Cooper and Associates CPA – Annual Audit Report** Christy Tyler-Cooper reviewed the independent audit report and stated that the report has a clean opinion. She stated that the District's income increased \$273,000.00 over last year. Ms Tyler-Cooper said the restatement note regarding Other Pension Employee Benefits (OPEB) was due to GASB ruling that required changes in the reporting.

**Trustee Kleindienst arrived at 2:13pm**

She reviewed the different funds and explained how they performed this audit year as compared to last year, and said they did well. Christy Tyler-Cooper stated that staff was very cooperative and provided all that was asked for.

Following a review of the annual audit report by Christy Tyler-Cooper, and a discussion motion was made by Trustee Mallotto, seconded by Trustee Radigan-Brophy to receive and file the audit report. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**c. District Investment General Overview & Update – Neal Wilson, C & N Financial** For the new Trustees Mr. Wilson explained that the District's investments are guided by a PSCD Investment policy, and the monies are invested in conservatively. He stated that everything is invested short term and laddered.

He reviewed the current investment reports, and following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Freet to receive and file the investment reports.

**d. Review for Discussion and Possible Approval - Family Survey** Following a discussion motion was made by Trustee Freet, seconded by Trustee Radigan-Brophy to approve the Family Survey as presented. District Manager was directed to investigate the cost for pre-paid return envelopes. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**e. Review for Discussion and Approval Da Vall Gate Operator Replacement - Proposal Patton Door** District Manager Jurasky explained that the Da Vall Drive gate operator is in need of repair. Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**f. Review and Sign Form 700 – Statement of Economic Interests** Following a discussion Form 700 – Statements of Economic Interest were reviewed and signed by District Manager Jurasky and Trustees except Trustee Radigan-Brophy who will complete and return the District Manager Jurasky.

**g. LGBTQ Veterans Memorial Official State Monument Dedication Ceremony** District Manager Jurasky reviewed the schedule of events including an awards luncheon. District Manager Jurasky was directed to invite former Trustees Alcumbrac and Pepper.

7. **LEGISLATIVE CALENDAR** – None

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

9. **BOARD DEVELOPMENT** a. **2018-2020 Approved Estimated Expenditures and 2019-2020 Approved Future Development Projects** District Manager Jurasky reviewed the items on each schedule.

Trustee Pye requested that the investment policy be the next Board Development. District Manager Jurasky agreed to place it on the April agenda

10. **PUBLIC HEARING CALENDAR** – None

11. **COMMITTEES** a. **Election of Officers**

**Secretary:** Trustee Pye nominated Trustee Freet. Nominations were closed by Trustee Kleindienst, and Trustee Mallotto seconded the nomination. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**Treasurer:** Trustee Kleindienst nominated Trustee Mallotto. Nominations were closed by Trustee Kleindienst, and Trustee Freet seconded the nomination. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**Vice Chairperson:** Trustee Pye nominated Trustee Kleindienst. Nominations were closed by Trustee Radigan-Brophy, and Trustee Freet seconded the nomination. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**Chairperson:** Trustee Radigan-Brophy nominated Trustee Pye. Nominations were closed by Trustee Mallotto, and Trustee Mallotto seconded the nomination. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**Investment Committee:** Trustee Pye appointed Trustees Mallotto and Radigan-Brophy. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**Media Representative:** Trustee Pye appointed Trustee Kleindienst. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

12. **REPORTS** a. **Trustee Report** – None

b. **District Manager Report**

1. **Solar Lights Agreement – Update** District Manager Jurasky give a background report on the solar lights for the new trustees. She reported that Sheila Lutzker had agreed to and signed the Solar Lights Agreement.

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 – None

15. CLOSED SESSION ANNOUNCEMENT– None

16. OPEN SESSION

17. ADJOURNMENT Meeting was adjourned by Trustee Pye at 3:16 P.M. The next board meeting is scheduled for 2:00 P.M., Thursday, April 11, 2019.

DATE: April 11, 2019

  
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Bary A. Efeet, Secretary