

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

DATE: December 10, 2020

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
Lynn T. Mallotto, Treasurer - Arrived at 2:03 P.M.
Bary A. Freet, Member, Secretary
Tim M. Radigan-Brophy, Member

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

3. **PUBLIC COMMENTS** None

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

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

6. **ADMINISTRATIVE CALENDAR**

Trustee Mallotto arrived at 2:03 PM

Trustee Freet informed the Trustees he will resigning from the PSCD Board effective January 15, 2020. He stated that he has informed Supervisor Perez's office, and they are seeking applicants for his replacement.

a. Election of Officers

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

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

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

6. ADMINISTRATIVE CALENDAR - Continued

b. PSCD Master Plan Discussion – Desert Memorial Park No action taken

c. Wreaths Across America at Welwood Murray Cemetery – Update Trustee Kleindienst Trustee Kleindienst reported he received a list of 131 veterans buried at Welwood Murray Cemetery from District Manager Jurasky. He stated he worked with the Palm Springs Historical Society to review the list, and as a result 7 additional names were added.

Trustee Kleindienst said he has received all volunteer waiver release forms and will give them to District Manager Jurasky at the conclusion of the event or soon thereafter. He also reported that he had spoken with Amy Blaisdell, POI for the City of Palm Springs and it was agreed the due to COVID-19 no announcement should be made before the event. Trustee Kleindienst said that a press release would be done the day after the event.

He also reported that family members for Welwood Murray will be in attendance to place a wreath on his grave. Trustee Kleindienst said he is pleased with the tremendous significance this event has for the families participating. He said that Peg Ellington from DAR stated that after the event Wreaths Across America will be offering 2021 wreaths at a cost of 2 for \$15.00, which usually cost \$15.00 each.

d. East 40 Acres Lease Agreement - Update No action taken

7. LEGISLATIVE – None

8. TRUSTEE SIGNATURES AND ATTORNEY District Manager Jurasky will contact Trustees and attorney to arrange for signature completion. Attorney Steven Quintanilla reported that resolutions and payment vouchers can be set-up for e-signatures.

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEE REPORTS Trustee Pye requested that the sub-committee work with attorney Quintanilla to secure a location for District Manager Jurasky’s evaluation be addressed at the December 10, 2020 Board meeting. When the committee has made a decision, they will advise District Manager Jurasky and she will schedule a meeting with the entire Board.

12. REPORTS a. Trustee Report – None

b. District Manager

1. Employee Performance Appreciation Incentives

District Manager Jurasky reported that she gave incentives as follows:

S. Lozano \$800.00, E Archila \$1,000.00 and S. Vickrey \$2,000.00

2. Wreaths Across America at Desert Memorial Park – Update District Manager Jurasky reported all volunteer waiver release forms have received, and said due to COVID-19 there will not be a public notice.

13. FUTURE AGENDA ITEMS a. Discussion in 2021/2022 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. Review for Discussion and Possible Approval the Concept of Public Restrooms – Veteran Chapel No action taken

e. Lease Agreement Property Taxes January 2022 No action taken

14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 2:20 P.M.

- a. Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)
Title: District Manager

- b. Labor Negotiations – Unrepresented Employee (Pursuant to Government Code Section 54957.6(a))
Unrepresented Employee: Kathleen Jurasky, District Manager
District Representative: Steven B. Quintanilla, General Legal Counsel

Reconvened into Open Session at 3:23 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 3:23 P.M. The next regular board meeting via ZOOM is scheduled for 2:00 P.M., Thursday, January 14, 2021.

DATE: 1-19-2021

Tim Radigan-Brophy, Secretary