

PALM SPRINGS CEMETERY DISTRICT

CALL AND NOTICE OF SPECIAL MEETING

A Special Meeting of the Board of Trustees of the Palm Springs Cemetery District is hereby called and is scheduled for Thursday, May 28, 2026, at 2:00 p.m. The meeting will be held in-person at **31-705 DA VALL DRIVE, CATHEDRAL CITY, CALIFORNIA 92234**

AGENDA SPECIAL MEETING OF THE BOARD OF TRUSTEES

Thursday, May 28, 2026 at 2:00 P.M.

31-705 Da Vall Drive, Cathedral City, California

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact District Manager Kathleen Jurasky by telephone at (760) 328-3316 forty-eight hours prior to the meeting. Such timely notification will enable the District to make reasonable arrangements to ensure accessibility to this meeting. [CFR 35.102-35.104, ADA title 11].

The Public May Also Observe the Meeting and Offer Public Comment Remotely
If you would like to participate in this Board Meeting via teleconference, please follow these
instructions: YOU MAY JOIN MEETING AND COMMENT VIA ZOOM AT:

<https://us02web.zoom.us/j/2464673948>; or
CALL IN: 669-900-6833 MEETING ID: 246 467 3948

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENTS**

During this part of the meeting, the public is invited to address the Board of Trustees on any matter **not on the Agenda** or any item on the **Consent Agenda** by giving his or her name and city of residence for the record. **If you wish to speak on an Agenda item, please wait to be recognized by the Presiding Officer when that Agenda item is open for public comments.**

Pursuant to the Brown Act, the Board of Trustees will not take action on or discuss matters raised during the Public Comment portion of the Agenda that are not listed on the Agenda.

Comments shall be limited to three (3) minutes per speaker. Speakers may not yield their time to others without the consent of the Presiding Officer. All comments shall be directed to the Board of Trustees. Members of the public are expected to maintain a professional and courteous decorum during public comments.

5. CONFIRMATION OF AGENDA

During this part of the meeting, the Board of Trustees may announce any items being pulled from the Agenda or continued to another date.

6. ADMINISTRATIVE CALENDAR

- a. Discussion of Proposals Received Pursuant to a Request for Proposals for Cemetery Security Services at Desert Memorial Park Issued on May 19, 2026;
Selection of a Service Provider for Security Personnel and Services at Desert Memorial Park;
Approve Proposed Service Provider Agreement with Selected Service Provider, Authorize the District Manager and General Counsel to Revise As Needed to Final the Service Provider Agreement with Service Provider, and Authorize Signing of the Service Provider Agreement.

7. LEGISLATIVE CALENDAR

- a. Approval of Resolution 4-2026 of the District (1) Adopting An Economic Uncertainty Fund Policy and (2) Establishing An Economic Uncertainty Fund

8. TRUSTEE AND ATTORNEY SIGNATURES

9. PUBLIC HEARING CALENDAR

- a. PUBLIC HEARING: Receive a Presentation on the Report on Workforce Status, Vacancies, and Recruitment Efforts Pursuant to Assembly Bill 2561

10. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE

- a. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: District Manager
- b. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6
District's Designated Representatives: Kendall D. Levan, General Counsel
Unrepresented Employee: District Manager
- c. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Counsel

11. CLOSED SESSION ANNOUNCEMENT

12. ADJOURNMENT

13. NEXT REGULAR BOARD MEETING - 2:00 P.M., Thursday, June 11, 2026

THIS AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M., MONDAY, May 25, 2026

Kathleen Jurasky, District Manager

RESOLUTION NO. 4-2026

A RESOLUTION OF THE PALM SPRINGS CEMETERY DISTRICT BOARD OF TRUSTEES (1) ADOPTING AN ECONOMIC UNCERTAINTY FUND POLICY AND (2) ESTABLISHING AN ECONOMIC UNCERTAINTY FUND

WHEREAS, the Palm Springs Cemetery District (the “District”) is a special district and public cemetery district duly organized and existing under and by virtue of the California Public Cemetery District Law, codified in Health and Safety Code Sections 9000 *et seq.*; and

WHEREAS, the Board of Trustees of the District recognizes that maintaining sufficient financial resources is essential to ensure the continuous delivery of essential public services, maintain financial stability, and protect the District against unforeseen, unbudgeted operational needs or unanticipated cost increases; and

WHEREAS, the Board of Trustees of the District desires to adopt an Economic Uncertainty Fund Policy to maintain such sufficient financial resources; and

WHEREAS, the Board of Trustees of the District desires to establish an Economic Uncertainty Fund to be used as set forth in the Economic Uncertainty Fund Policy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the District as follows:

SECTION 1. Economic Uncertainty Fund Policy: The Board of Trustees of the District hereby adopts the Economic Uncertainty Fund Policy, attached hereto as Exhibit “A”, in its entirety.

SECTION 2. Economic Uncertainty Fund: The Board of Trustees of the District hereby establishes the Economic Uncertainty Fund to be used as set forth in the Economic Uncertainty Fund Policy.

SECTION 3. Effective Date: This Resolution shall take effect immediately from and after its passage and adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Trustees of the District at its special meeting held on the 28th day of May 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Radigan-Brophy, Chairperson

ATTEST:

Lafaye M. Platter, Secretary

Exhibit "A"

Economic Uncertainty Fund Policy

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Palm Springs Cemetery District

Economic Uncertainty Fund Policy

1.0 Purpose and Objective

The Board of Trustees of the District recognizes that maintaining sufficient financial resources is essential to ensure the continuous delivery of essential public services, maintain financial stability, and protect the District against unforeseen, unbudgeted operational needs or unanticipated cost increases.

The primary objective of this Policy is to establish an Economic Uncertainty Fund (the "Fund") and define the methodology for its funding, maintenance, and utilization.

2.0 Authority and Governance

2.1 Establishment: The Fund shall be established by formal resolution adopted by the Board of Trustees at a public meeting.

2.2 Administration: The District Manager of the District (or his/her designee) shall be responsible for the day-to-day monitoring of the Fund.

2.3 Modifications: This Policy may only be amended, modified, or repealed by a formal resolution adopted by the Board of Trustees at a public meeting.

3.0 Target Funding Level

The District hereby establishes a target funding level for the Fund of up to and including \$100,000.00, exclusive of interest accumulation or investment earnings ("Target Funding Level").

4.0 Funding Methodology

The Fund may be funded through the following mechanisms:

1. Budget Allocations: During the annual budget adoption process or during the fiscal year by budget amendment process, at the discretion of the Board of Trustees, the Board of Trustees may allocate a specific dollar amount to the Fund until the Target Funding Level is achieved. In determining the allocation, the District will give consideration of any withdrawals from, allocations to, or increases in the Fund in the previous fiscal year.
2. Year-End Surpluses: Any unassigned, unrestricted General Fund balance remaining at the close of the fiscal year may be transferred at the discretion of the Board of Trustees into the Fund, up to the maximum Target Funding Level.
3. One-Time Revenues: Unexpected, unrestricted, non-recurring revenue sources may be directed to the Fund at the discretion of the Board of Trustees, up to the maximum Target Funding Level.

5.0 Interest Accumulation or Investment Earnings

Any interest accumulation or investment earnings generated by the Fund shall be retained within the Fund and added to its principal balance. If the Fund is fully funded at its Target Funding Level, the Board of Trustees may, through the annual budget process or during the fiscal year by budget amendment process, direct that some or all of any excess interest accumulation or investment earnings be transferred to the General Fund.

6.0 Use of Fund

The Fund may be used to help offset any unforeseen, unbudgeted operational need or unanticipated cost increases during the fiscal year in accordance with Section 7 below.

7.0 Approval Requirements for Use of Fund

7.1 **District Manager Authorization:** Subject to any emergency circumstances as outlined in Section 7.3 below, the District Manager may use the Fund up to and including \$5,000.00 without Board of Trustees approval.

7.2 **Board Authorization Required:** Subject to District Manager authorization as outlined in Section 7.1 above, and any emergency circumstances as outlined in Section 7.3 below, use of the Fund above \$5,000.00 requires a formal vote and approval by a majority vote of the Board of Trustees at a public meeting.

7.3 **Emergency Circumstances:** Notwithstanding Section 7.2 above, in the event of emergency circumstances, as determined by the District Manager, Chair, or Vice Chair, the District Manager is authorized to use the Fund without Board of Trustees approval. The District Manager must notify the Board Chair or Vice Chair within 24 hours of use of the Fund and agendize a formal ratification vote of the Board of Trustees at the next scheduled Board of Trustees meeting on the use of the Fund.

Palm Springs Cemetery District

Public Hearing Report on Workforce Status, Vacancies, and Recruitment Efforts Pursuant to Assembly Bill 2561

Date of Hearing: May 28, 2026

Location: 31-705 Da Vall Drive, Cathedral City, CA 92234

Presented by: Kathleen Jurasky, District Manager

1. Current Staffing Overview

Position Title	Number of Authorized Positions	Number Filled	Number Vacant
District Manager	1	1	0
Grounds Supervisor	1	1	0
Groundsman	1	1	0
Administrative Assistant	1	1	0
Office Accountant	1	1	0
Office Assistant	1	1	0

1. Recruitment Efforts

No active recruitment currently.

2. Retention and Workforce Challenges

- All staff except the Groundsman and Office Assistant have been employed for over 10 years.
- Annual performance evaluations performed as per District policy contribute to employee retention efforts.
- No changes to policies, procedures, or recruitment activities are needed currently to remove obstacles in the hiring process.
- Rising private sector wages may pose future retention risks.

3. Public Hearing Summary

- The public hearing was opened at _____ a.m./p.m.

- The report was presented to the Board.

- Public comments were:

- [] None received

- [] Received from: _____

- The hearing was closed at _____ a.m./p.m. Notes:

- This hearing fulfills the annual requirement under AB 2561 to report on staffing conditions prior to budget adoption.

- No board action is required; this item is informational only. Board Chairperson

Signature: _____ Date: _____