

PALM SPRINGS CEMETERY DISTRICT

**AGENDA
REGULAR MEETING
OF THE
BOARD OF TRUSTEES**

Thursday, February 11, 2016 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].

1. CALL TO ORDER

2. ROLL CALL

3. 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 stepping to the lectern and giving his or her name and city of residence for the record. Unless additional time is authorized by the Board of Trustees, remarks on Agenda items shall be limited to 3 minutes. **If you wish to speak on an agenda item, please wait to be recognized by the Presiding Officer when that Agenda item is opened for public comments.**

4. 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.

Items not appearing on the Agenda may be added to the Agenda as "Urgency items" provided two-thirds of the Trustees present determine there is a need to take immediate action on the item and the need to take immediate action came to the attention of the Board of Trustees after the posting of the Agenda.

5. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine in nature and will be enacted by one roll call vote. There will be no separate discussion of these items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar for separate discussion and/or action.

a. Approval of January 14, 2016 Meeting Minutes

b. Approval of January Expenditures

General Fund		\$ 110,254.75
January Reimburse Voucher 1516	\$ 37,460.96	
January Reimburse Voucher 1519	\$ 44,533.32	
January Reimburse Voucher 1520	\$ 26,414.31	
Accumulative Capital Outlay		\$ 27,308.20
January Reimburse Voucher 1518	\$ 18,435.61	
January Reimburse Voucher 1521	\$ 425.00	
January Reimburse Prior Vouchers	\$ 7,747.59	

Total January 31, 2016 Expenditures Checks & Visa/Debit Card
20645 - 20695 & Direct Deposits (Payroll) \$ 137,562.95

c. Financial Reports as of January 31, 2016 (F-1 thru F-15)

6. ADMINISTRATIVE CALENDAR

- a. Lund & Guttry, CPA – Annual Audit Report
- b. Neal Wilson, Vice President Investments Union Banc – District Investments
- c. Mid-Year 2015-2016 Budget Review – Report Trustee Mallotto, Treasurer
- d. Review for Discussion and Possible Approval Preliminary Desert Landscape Interment Site – RGA Landscape Architects, Inc.
- e. Review for Discussion and Possible Approval Trustee Meeting Attendance Compensation Increase- Staff Report & Draft Ordinance
- f. Discussion for Approval to Cancel PreNeed Contracts in Default –
 - E. Castro, Contract #C002648
 - F. Gonzalez, Contract #C002602
 - G. Sifuentes, Contract #C002597
- g. Review for Discussion and Possible Approval Several Headstone Photos – O. Velasquez
- h. Discussion Security for Events and Holidays – DMP
- i. Da Vall Drive Entry Remodel & Ramon Road Exit – Update
- j. Pet Cemetery – Board of Directors Application and Update

7. LEGISLATIVE CALENDAR – None

8. BOARD DEVELOPMENT – None

9. PUBLIC HEARING CALENDAR – None

10. REPORTS

- a. Trustees – CSDA Special District Leadership Academy - Trustee Mallotto
- b. Manager

11. FUTURE AGENDA ITEMS

- a. Discussion in 2016/2017 – Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums
- b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs
- c. Strategic Planning Study Session
- d. Marketing

12. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE – None

13. CLOSED SESSION ANNOUNCEMENT

14. ADJOURNMENT

THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M., Monday, February 8, 2016

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

DATE: January 14, 2016
TIME: 2:00 P.M.
PLACE: 31-705 Da Vall Drive, Cathedral City, CA 92234

1. **CALL TO ORDER** The meeting was called to order by Chairperson Pye at 2:00 P.M.

2. **ROLL CALL** Present: Jan Pye, Chair
Lenny Pepper, Vice Chair
John M. Lea, Secretary
Lynn Malotto, Treasurer
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager

3. **PUBLIC COMMENTS** - None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Lea to approve the Agenda as presented. Motion carried, vote 5-0 Alcumbrac, Lea, Malotto, Pepper and Pye.

5. **CONSENT** Motion was made by Trustee Pepper, seconded by Trustee Malotto to approve the Consent Calendar as presented. Motion carried, roll call 5-0 Alcumbrac, Lea, Malotto, Pepper, and Pye.

6. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update – Neal Wilson, C & N Financial** Neal Wilson presented bullet point information to highlight aspects of the District investment. He discussed the fiscal year-end June 2014 investments compared to fiscal year-end June 2015, and stated that they were down 2 1/2%. He presented the current investment numbers and stated that they are down only 1%, sighting an overall increase of 1 1/2%. Following a discussion the report was received and filed.

At 2:05 p.m. Trustee Pye had to excuse herself from the meeting and Trustee Pepper took to role of chair.

b. **CAPC Annual Conference March 17-19, 2015 in Monterey, CA** Motion was made by Trustee Malotto, seconded by Trustee Lea to approve Trustees, District Manager and selected Staff attending the CAPC Annual Conference on March 17-19, 2016 in Monterey, CA. Motion is to include all necessary expenses. Motion carried, roll call 4-0. Alcumbrac, Lea, Malotto and Pepper. Trustee Pye not present for vote.

At 2:10 p.m. Trustee Pye returned to the meeting.

c. **Da Vall Drive Entry Remodel & Ramon Road Exit – Update** District Manager reported that Allen Sanborn, Sanborn A/E, Inc. has been in discussion with the city of Cathedral City planning department. He stated that the City didn't object to the District using Ramon Road as the main entry; however they requested additional information before approving the change. Allen stated that they providing the City with the requested information and will also provide the District with estimated construction costs.

d. **Pet Cemetery – Update** District Manager reported the paperwork has been completed, signed and filed for the Articles of Incorporation. Following a discussion Trustee Pye directed District Manager Jurasky to contact Leticia Lara RAP Foundation and request a copy of their Board of Directors application. Also, request permission to be shown how to view and search their software program for applicable grants.

District Manager requested that one of the Trustees assist her with the pet cemetery project so that she could get a perspective other than hers. The Board agreed that her request was a great idea, and Trustee Malotto stated that she would assist. The Board approved Trustee Malotto and District Manager as the committee for the Pet Cemetery.

7. **LEGISLATIVE** - None

8. **BOARD DEVELOPMENT** a. **Your Role as a Special District Advocate**

9. **PUBLIC HEARING CALENDAR** - None

10. **REPORTS** a. **Trustee Report** – Trustee Pye asked about the mid-year budget review to be done by Trustee Mallotto and District Manager Jurasky. They stated that they would contact each other tomorrow to set a date and time.

Trustee Mallotto thanked District Manager Jurasky for e-mailing the CSDA webinar information to the Trustees and stated that she will be taking some of them.

Trustee Pye requested that the Board take an actual vote on item 5e District Manager Salary Adjustment. Following a discussion motion was made by Trustee Pye, seconded by Trustee Pepper to approve a 10% salary increase in the amount of \$8,161.66 annually for District Manager Jurasky retroactive to July 1, 2015. Motion carried, roll call 5-0 Alcumbrac, Lea, Mallotto, Pepper, and Pye.

b. **Manager Report** - District Manager Jurasky reported that on January 13, 2016 she had a meeting with Johnny Coladonato, Partnership Account Executive for the Great Palm Springs Convention & Visitors Bureau to discuss the District becoming a member. She further stated that Mr. Coladonato was excited about the possibility of doing a movie night at the cemetery, such as the one done at Hollywood Forever Cemetery. He said that CVB had contacted them to get information regarding their movie night, and hope the District is open to the idea.

Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Lea to approve the District becoming a member of the Great Palm Springs Convention & Visitors Bureau as a Roadrunner Business Partner with annual dues in the amount of \$300.00. Motion carried, roll call 5-0 Alcumbrac, Lea, Mallotto, Pepper, and Pye.

Trustee Pye and District Manager Jurasky reported on Jesse Madrigal's retirement luncheon and how well attended it was. She stated that Jesse was moved to tear by the event, accolades and presentations.

11. **FUTURE AGENDA ITEMS** a. **Discussion in 2016/2017 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. **Strategic Planning Study Session** No action taken

d. **Marketing** No action taken

12. **CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** – None

13. **CLOSED SESSION ANNOUNCEMENTS** – None

14. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 2:35 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, February 11, 2016.

DATE: _____

John M. Lea, Secretary

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal - General Fund
For the Period From Jan 1, 2016 to Jan 31, 2016

Date	Check #	Line Description	Debit Amount	Credit Amount
1/1/16	20645	Jan 2016 PSCD Employee Health Ins Expense Jan 2016 Employee Portion Health Ins P.E.R.S.	6,233.95 515.97	6,749.92
1/1/16	20646	Jan 2016 PSCD Employee Life Ins Expense STANDARD INSURANCE COMPANY RQ	40.50	40.50
1/1/16	20647	Jan 2016 PSCD Employee Dental Ins Expense STANDARD INSURANCE COMPANY RB	363.56	363.56
1/1/16	20648	Jan 2016 PSCD Employee Vision Ins Expense METLIFE- GROUP BENIFITS	163.42	163.42
1/1/16	20649	K Jurasky Extra Health Insurance 12/11/15 & 12/ COLONIAL LIFE	203.78	203.78
1/8/16	20650	FOUR SEAT EXTENZO CHAIRS INVOICE # 48 GREEN WRAP AROUND DRAPE INVOICE # 48 GOLD CREMATION VAULTS INVOICE # 4811 COCO MATS INVOICE # 48169 TWELVE SPARTAN VASES ASCO PACIFIC, INC.	958.58 483.52 171.51 403.91 353.11	2,370.63
1/8/16	20651	MEMBERSHIP DUES 2016 CALIFORNIA SPECIAL DIST ASSOC	2,344.00	2,344.00
1/8/16	20652	FERTILIZER INVOICE # 208056202 SIMPLOT PARTNERS	2,583.30	2,583.30
1/8/16	20653	WELL #4 CRISPIN AIR VAC VALVE INVOICE WELL #4 DANFOSS CONTROL CARD AND KE SOUTH WEST PUMP & DRILLING	1,301.88 1,332.10	2,633.98
1/8/16	20654	LANDSCAPE ARCHITECTURAL SERVICES I TKD ASSOCIATES, INC	2,000.00	2,000.00
1/8/16	20655	25 EAGLE 750-E INVOICE # 0079321-IN SPORTS TURF IRRIGATION	3,813.61	3,813.61
1/8/16	20656	2 TIRES FOR BACKHOE REFERENCE # 99021 PETE'S ROAD SERVICE, INC	2,422.54	2,422.54
1/8/16	20657	DIATSU REPAIRS TRANSACTION # 301849471 O'REILLY AUTOMOTIVE, INC	25.95	25.95
1/8/16	20658	JANITORIAL SERVICES JAMILETH MOYA	250.00	250.00
1/8/16	20659	SALES TAX 10/01/2015 to 12/31/2015 STATE BOARD OF EQUALIZATION	1,262.00	1,262.00
1/8/16	20660	1M CONNECTION 02/01/2016 - 02/29/2016 INVO 1M CONNECTION 02/01/2016 - 02/29/2016 INVO SKY RIVER COMMUNICATIONS INC	138.00 138.00	276.00
1/8/16	20661	SECURITY PATROL 01/01/16 - 01/31/2016 INVO MAXWELL SECURITY SERVICES	725.00	725.00

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal - General Fund
For the Period From Jan 1, 2016 to Jan 31, 2016

Date	Check #	Line Description	Debit Amount	Credit Amount
1/8/16	20662	TRASH SERVICE JAN 2016 BURRTEC WASTE & RECYCLING SVCS	328.70	328.70
1/8/16	20663	BLOCK WALL & WROUGHT IRON EXTENSI A/E SANBORN INC	425.00	425.00
1/14/16	20664	IRRIGATION SYSTEM REPAIRS INVOICE #78 EWING IRRIGATION PRODUCTS, INC	24.47	24.47
1/14/16	20665	PEST CONTROL INVOICE # 3771293 WESTERN EXTERMINATOR	67.50	67.50
1/14/16	20666	20 GREEN 5-GALLON BUCKETS INVOICE # 7 ULINE	136.58	136.58
1/14/16	20667	COMPUTER NETWORK TECHNICAL SERVIC COMPUTER NETWORK TECHNICAL SERVIC COMPUTER NETWORK TECHNICAL SERVIC KEVIN THOMPSON	176.36 75.00 181.25	432.61
1/14/16	20668	12 GRAY METAL VASES & 12 BRONZE META ASCO PACIFIC, INC.	605.30	605.30
1/14/16	20669	WMC USAGE DESERT WATER AGENCY	1,063.81	1,063.81
1/14/16	20670	LOT REPURCHASE WMC SECTION 49 LOT 26 WILLIAM GIBSON	1,975.00	1,975.00
1/14/16	20671	WELL REPLENISHMENT COACHELLA VALLEY WATER DIST	2,150.40	2,150.40
1/14/16	20672	1 -#1 VAULT CHILD INVOICE # IN025593 1 - #1 LINER CHILD 10 - #5 LINER 8 - #5 VAULT DELIVERY FEE WHITED CEMETERY SERVICE	135.00 113.00 1,190.00 1,312.00 100.00	2,850.00
1/14/16	20673	DEC 2015 CONTRACT MAINTENANCE INVOI KIRKPATRICK LANDSCAPING SERVICES IN	14,559.60	14,559.60
1/14/16	20674	To Replace Funds Transferred to Checking on Che PALM SPRINGS CEMETERY DISTRICT	20,000.00	20,000.00
1/14/16	20675	Block Wall Extention - Da Vall: Invoice 1018-1 JOHN BARAJAS	18,435.61	18,435.61
1/15/16	20676	Membership Dues 2016: Invoice 11858 CAPC	480.00	480.00
1/19/16	20677	Water Cooler Lease 1/16/16 to 2/15/16: Invoice IN AIS	29.16	29.16
1/19/16	20678	Jan 2016 Maintenance: Invoice 1601-006 SOUTH WEST PUMP & DRILLING	150.00	150.00
1/19/16	20679	Phone Charges	374.56	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal - General Fund
For the Period From Jan 1, 2016 to Jan 31, 2016

Date	Check #	Line Description	Debit Amount	Credit Amount
		VERIZON COMMUNICATIONS		374.56
1/19/16	20680	Ford Ranger Repairs: Invoice 398475 PALM SPRINGS MOTORS	1,338.38	1,338.38
1/19/16	20681	Well # 2 WMC Da Vall Gate Well # 4 Admin Bldg SOUTHERN CALIF EDISON CO	408.88 27.22 48.36 6,113.21 690.91	7,288.58
1/19/16	20682	Yellow Pages DEX MEDIA	187.95	187.95
1/27/16	20683	Copier Maintenance Contract: Invoice IN 342754 AIS	49.90	49.90
1/27/16	20684	Courier Service: Invoice 2986435 GOLDEN STATE OVERNIGHT	60.65	60.65
1/27/16	20685	Admin Bldg: Act # 559833-884768 Fire Protection Act # 559831-884770 Act # 180819-512108 COACHELLA VALLEY WATER DIST	24.46 20.00 19.00	63.46
1/27/16	20686	CA Code Updates: Invoice 833304797 THOMSON REUTERS - WEST	160.26	160.26
1/27/16	20687	Computer Tech Service (Server Hard Drives) KEVIN THOMPSON	162.50	162.50
1/27/16	20688	Sunday Burial 1/10/16: Invoice 1359 Sunday Burial 1/17/16 Sunday Burial 12/13/15: Invoice 1326 Sunday Burial 12/20/15 Sunday Burial 12/27/15 KIRKPATRICK LANDSCAPING SERVICES IN	522.00 522.00 450.00 450.00 450.00	2,394.00
1/29/16	20689	VPN CONNECTION DEC 01 - 31, 2015 RIVERSIDE COUNTY INFORMATION TECHN	9.10	9.10
1/29/16	20690	SPRINT	85.40	85.40
1/29/16	20691	District Manager Cell AT & T MOBILITY	88.28	88.28
1/31/16	20692	Jan 2016 -J Reyna PSCD Retirement Expense FRANKLIN - TEMPLETON	289.30	289.30
1/31/16	20693	Jan 2016 - S Brown- PSCD Retirement Expense FRANKLIN - TEMPLETON	207.07	207.07
1/31/16	20694	Jan 2016 K Jurasky PSCD Retirement Expense Jan 206 K Jurasky Retirement Contribution OPPENHEIMER FUNDS SERVICES	782.28 1,846.16	2,628.44

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal - General Fund
For the Period From Jan 1, 2016 to Jan 31, 2016

Date	Check #	Line Description	Debit Amount	Credit Amount
1/31/16	20695	Jan 2016 - R Clark - PSCD Retirement Expense OPPENHEIMER FUNDS SERVICES	220.42	220.42
1/28/16	DEBIT JR	Staff Lunch (Michaels) (Safety Meeting COMPANY DEBIT CARD	81.40	81.40
1/9/16	DEBIT KJ	Breakfast Meeting with S Quintanilla (Non Profit COMPANY DEBIT CARD	51.96	51.96
1/11/16	DEBIT KJ	Supplies (Printer Toner & Copy Paper & Coffee) COMPANY DEBIT CARD	439.16	439.16
1/11/16	DEBIT KJ	Filters for Water Purifier in Breakroom Kitchen (COMPANY DEBIT CARD	88.25	88.25
1/13/16	DEBIT KJ	Coachella Valley SCORE - Awards Breakfast COMPANY DEBIT CARD	90.00	90.00
1/19/16	DEBIT KJ	(2) Rolls of Stamps (CC Post Office COMPANY DEBIT CARD	98.00	98.00
1/19/16	DEBIT KJ	Rope for Flag Pole (Home Depot) COMPANY DEBIT CARD	13.06	13.06
1/31/16	DEBIT jk	AT & T Monthly Connection Fee COMPANY DEBIT CARD	25.00	25.00
1/8/16	EDD TAX	SIT P/R 12/24/2015 to 01/06/2016 PAID 01/08/201 SDI P/R 12/24/2015 to 01/06/2016 PAID 01/08/201 EMPLOYMENT DEVELOPMENT DEPT	340.14 149.22	489.36
1/22/16	EDD TAX	SIT P/R 1/07/2016 TO 1/20/2016 PAID 1/22/2016 SDI P/R 1/07/2016 TO 1/20/2016 PAID 1/22/2016 EMPLOYMENT DEVELOPMENT DEPT	201.48 96.50	297.98
1/8/16	EDD TAX	SUI P/R 12/24/2015 to 01/06/2016 PAID 01/08/201 EMPLOYMENT DEVELOPMENT DEPT	988.07	988.07
1/22/16	EDD TAX	SUI P/R 1/07/2016 TO 1/20/2016 PAID 1/22/2016 EMPLOYMENT DEVELOPMENT DEPT	428.43	428.43
1/8/16	EXPRESS	FIT P/R 12/24/2015 to 01/06/2016 PAID 01/08/201 SOCIAL SECURITY P/R 12/24/2015 to 01/06/201 MEDICARE P/R 12/24/2015 to 01/06/2016 PAID 0 BANK OF AMERICA	1,562.04 2,055.87 480.83	4,098.74
1/22/16	EXPRESS	FIT P/R 1/7/2016 TO 1/20/2016 PAID 1/22/2016 SOCIAL SECURITY P/R 1/7/2016 TO 1/20/2016 MEDICARE P/R 1/7/2016 TO 1/20/2016 PAID 1/2 BANK OF AMERICA	827.02 1,329.49 310.92	2,467.43
1/8/16	FEES	P/R PROCESSING 12/24/2015 to 01/06/2016 PAI CBIZ PAYROLL	384.50	384.50
1/22/16	FEES	PAYROLL PROCESSING 1/7/2016 TO 1/20/2016 CBIZ PAYROLL	82.01	82.01
	Total		117,673.53	117,673.53

GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP JANUARY 2016

Cash Disbursement Journal (Includes ACO listed below)		117,673.53
Payroll Disbursement Journal		19,889.42
TOTAL PSCD DISBURSEMENTS		<u>137,562.95</u>
TOTAL GENERAL FUND EXPENDITURES	<u>110,254.75</u>	
Payment Voucher # 1516	37,460.96	
Payment Voucher # 1519	44,533.32	108,408.59
Payment Voucher # 1520	26,414.31	
ACO DISBURSEMENTS		
* South West Pump	2,633.98	
Well # 4 Crispin Air Valve & Danfoss Control Card & Keyboard		
* Sports Turf Irrigation	3,813.61	
(25) Eagle 750-E Valves		
** TKD & Associates	2,000.00	
Da Vall Gate Landscape Architectural Services		
*** John Barajas Masonary Contractor	18,435.61	
Extention to Da Vall Block Wall		
**** A/E Sanborn	425.00	
Construction Staking		
TOTAL ACO EXPENDITURES	<u>27,308.20</u>	
* Payment Voucher # 1513		
** Payment Voucher # 1495		
*** Payment Voucher # 1518		
**** Payment Voucher # 1521		
TOTAL JANUARY 2016 DISBURSEMENTS		<u>137,562.95</u>

PALM SPRINGS CEMETERY DIST
Payroll Disbursement Journal-General Fund
For the Period From Jan 1, 2016 to Jan 31, 2016

Date	Reference	Employee	Amount
1/8/16	3327	KATHLEEN JURASKY	1,821.34
1/8/16	3328	KATHLEEN JURASKY	1,695.91
1/8/16	3329	KATHLEEN JURASKY	1,695.90
1/8/16	3330	JESSE B. MADRIGAL	1,034.37
1/8/16	3331	JESSE B. MADRIGAL	26.22
1/8/16	3332	JESSE B. MADRIGAL	771.06
1/8/16	3333	STEPHANIE C. BROWN	1,123.53
1/8/16	3334	ROGER L. CLARK	1,338.12
1/8/16	3335	SCOTT W. VICKREY	1,047.96
1/8/16	3336	SCOTT W. VICKREY	147.49
1/8/16	3337	JUAN F. REYNA	1,612.17
1/22/16	3344	KATHLEEN JURASKY	1,821.35
1/22/16	3345	KATHLEEN JURASKY	400.00
1/22/16	3346	STEPHANIE C. BROWN	1,118.82
1/22/16	3347	ROGER L. CLARK	1,338.11
1/22/16	3348	SCOTT W. VICKREY	1,035.00
1/22/16	3349	JUAN F. REYNA	1,149.87
1/22/16	3350	JUAN F. REYNA	279.95
1/22/16	3351	JANE ALCUMBRAC	91.45
1/22/16	3352	JOHN M. LEA	91.45
1/22/16	3353	LYNN T. MALLOTTO	91.45
1/22/16	3354	LENNY PEPPER	66.45
1/22/16	3355	JAN M. PYE	91.45
		1/1/16 thru 1/31/16	19,889.42

PALM SPRINGS CEMETERY DISTRICT

SITE SALES & INTERMENTS

	Prior Months		Jan		2016 YTD Totals		YTD Totals Jan-15	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
	Adult, C	48	0	6	0	54	0	59
Adult, A&B	47	0	4	0	51	0	49	0
Premium	31	0	5	0	36	0	35	0
Children	0	0	1	0	1	0	2	0
Cremation	2	0	1	0	3	0	5	0
Niche	12	0	0	0	12	0	14	0
TOTALS	140	0	17	0	157	0	164	0

LOT REPURCHASES

	Prior Months		Jan		YTD 2016		YTD Jan 2015	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	3	0	0	1	3	1	7	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
TOTALS	3	0	0	1	3	1	7	0

INTERMENTS (Includes Saturday & Sunday)

	Prior Months		Jan		2016 YTD Totals		YTD Jan-15	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
	Adult	97	2	22	0	119	2	107
Children	2	0	1	0	3	0	2	0
Cremation	15	2	3	0	18	2	27	0
Niche	11	0	2	0	13	0	11	0
TOTALS	125	4	28	0	153	4	147	3

SATURDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	7	1	0	0	7	1	6	0
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	5	0
TOTALS	7	1	0	0	7	1	11	0

SUNDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	4	1	3	0	7	1	4	1
Child	1	1	0	0	1	1	0	0
Cremation	0	0	0	0	0	0	1	0
TOTALS	5	2	3	0	8	2	5	1

**PALM SPRINGS CEMETERY DIST
GENERAL FUND TRIAL BALANCE
AS OF JANUARY 31, 2016**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
ASSETS:			
10002	CASH ON HAND - COUNTY	94,787.51	
10003	PETTY CASH	900.00	
10004	CHECKING - BANK OF AMERICA	1,541.48	
10005	CSH/HND-CNTY-RESTRICTED	14,400.00	
10008	CASH CLEARING - BBVA BANK	119.12	
10009	RESERVE - BANK OF AMERICA	45,617.43	
10015	ACO PURCHASES RECEIVABLE		163,649.98
10016	SECURITY DEPOSITS	130.50	
11034	NSF CHECKS RECEIVABLE	882.00	
14010	PREPAID INSURANCE	5,972.51	
14011	PREPAID W/C INSURANCE	3,669.02	
	ASSETS:	168,019.57	163,649.98
 LIABILITIES:			
20101	REVOLVING FUND/IMPREST CASH		14,400.00
20102	SALES TAX PAYABLE		104.26
20109	LEASE DEPOSIT - PREPAID		25,644.51
20111	EMPLOYEES INSURANCE PAYABLE		1,707.79
20220	ACCRUED EMPLOYEE PAYROLL		3,928.96
20221	ACCRUED VACATION PAYABLE		12,908.57
27400	OPEB BENEFIT LIABILITY: GASB45		587,642.05
	LIABILITIES:		646,336.14
 EQUITY:			
39004	BEGINNING BALANCE EQUITY		180,070.95
39005	RETAINED EARNINGS	777,528.02	
	TOTAL EQUITY:	777,528.02	180,070.95
 REVENUE:			
40001	OPEN AND CLOSE		166,520.00
40201	MISC SPECIAL SET-UP		800.00
40202	RETURNED CHECK BANK CHARGE		50.00
40203	INTEREST RECEIVED		7.42
40204	LAND LEASE		35,092.75
40205	MISC INCOME		115.16
40205BAR	BROWN ACT REVENUE		1,041.00
40205CC	CREDIT CARD CONVEN FEE		2,811.05
40205SAT	SAT INTERMENT SURCHARGE		7,700.00
40205SUN	SUN INTERMENT SURCHARGE		9,225.00
40205WIT	WITNESS GRAVE CLOSING		5,950.00
40206	TAX COLLECTIONS		150,430.86
40207	VAULTS		8,680.00
40207-EX LG CRE	EX LG CREMATION VAULTS		1,615.00
40207-REG CREM	REGULAR CREM VAULT		85.00
40208	LINERS		10,505.00
40209	GRAVE VASES		5,837.34
40211	ENR SURCHARGE		24,960.00
40212	LOT TRANSFERS		1,150.00
40213	COUNTY INTEREST INCOME		88.63
40216	HANDLING FEE		52,950.00
40217	PRENEED CONTRACT SERVICE CHG		5,400.00
40218	VASE/HDSTN SET & CLEAN		23,935.00
	REVENUE:		514,949.21

**PALM SPRINGS CEMETERY DIST
GENERAL FUND TRIAL BALANCE
AS OF JANUARY 31, 2016**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
EXPENSES:			
60101	REGULAR SALARIES	188,880.72	
60102	BOT BOARD MEETINGS	3,700.00	
71101	RETIREMENT/PENSION	11,765.26	
71201	FICA	11,866.46	
71202	MEDICARE	2,775.23	
72301	EMPLOYEE GROUP INSURANCE	41,904.92	
72601	UNEMPLOYMENT INSURANCE	1,906.10	
73101	WORKERS COMP INSURANCE	4,962.44	
81111	ELECTRICITY	40,413.81	
81112	TELEPHONE	4,093.24	
81113	WATER	25,287.60	
83308	COMMUNITY OUTREACH	610.00	
83309	VISA-MASTER CHG FEES	4,500.72	
83311	COUNTY SERVICE CHARGE	86.90	
83312	EDUCATION	424.49	
83313	GENERAL INSURANCE	8,361.64	
83314	LEGAL	714.00	
83315	LOT REPURCHASE	3,995.00	
83316	OFFICE EXPENSE	14,580.87	
83317	TRAVEL & CONVENTION	5,227.68	
83319	MTG EXP & SUPPLIES	167.50	
83321	AUDIT	10,500.00	
83323	ADVERTISING/PUBLICITY	3,150.05	
83324	MEMBERSHIP & DUES	4,054.00	
83325	BOT CONFERENCE	1,100.00	
83326	BOT TRAVEL & EXPENSE	2,811.23	
84410	AUTO TRUCK EXPENSE	1,666.10	
84412	EQUIPMENT REPAIRS	268.86	
84413	IRRIGATION SYSTEM REPAIRS	2,476.97	
84414	FERTILIZER AND SEED	9,777.30	
84415	GASOLINE, OIL, TIRES	4,709.67	
84416	PLANT & BUILDING	19,899.03	
84418	TOOLS & SUPPLIES	793.59	
84419	GRAVE LINERS & VAULTS	19,180.52	
84420	GRAVE VASES	2,699.34	
84422	CONTRACT TREE/GARDEN MAINTN	87,014.75	
84423	CONTRACT BURIALS	6,594.00	
84424	SECURITY CAMERA EXPENSE	1,463.70	
84425	DMP GROUNDS SECURITY	5,075.00	
	EXPENSES:	559,458.69	
REPORT TOTALS		1,505,006.28	1,505,006.28

**PALM SPRINGS CEMETERY DIST
BALANCE SHEET
JANUARY 31, 2016**

ASSETS

ASSETS

CASH ON HAND - COUNTY	94,787.51	
PEITY CASH	900.00	
CHECKING - BANK OF AMERICA	1,541.48	
CSH/HND-CNTY-RESTRICTED	14,400.00	
CASH CLEARING - BBVA BANK	119.12	
RESERVE - BANK OF AMERICA	45,617.43	
ACO PURCHASES RECEIVABLE	(163,649.98)	
SECURITY DEPOSITS	130.50	
NSF CHECKS RECEIVABLE	882.00	
PREPAID INSURANCE	5,972.51	
PREPAID W/C INSURANCE	3,669.02	
 TOTAL ASSETS		 4,369.59
 TOTAL ASSETS		 4,369.59

LIABILITIES AND EQUITY

LIABILITIES

REVOLVING FUND/IMPREST CASH	14,400.00	
SALES TAX PAYABLE	104.26	
LEASE DEPOSIT - PREPAID	25,644.51	
EMPLOYEES INSURANCE PAYABLE	1,707.79	
ACCRUED EMPLOYEE PAYROLL	3,928.96	
ACCRUED VACATION PAYABLE	12,908.57	
OPEB BENEFIT LIABILITY: GASB45	587,642.05	
TOTAL LIABILITIES		646,336.14
 TOTAL LIABILITIES		 646,336.14
 EQUITY		
BEGINNING BALANCE EQUITY	180,070.95	
RETAINED EARNINGS	(777,528.02)	
NET INCOME	(44,509.48)	
TOTAL EQUITY		(641,966.55)
 TOTAL LIABILITIES AND EQUITY		 4,369.59

PALM SPRINGS CEMETERY DIST
INCOME STATEMENT - GENERAL FUND
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2016

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
OPEN AND CLOSE	18,420.00	23,650.00	(5,230.00)	166,520.00	161,472.44	5,047.56
MISC SPECIAL SET-UP	0.00	200.00	(200.00)	800.00	1,000.00	(200.00)
RETURNED CHECK BANK CHARGE	25.00	0.00	25.00	50.00	0.00	50.00
INTEREST RECEIVED	0.85	1.05	(0.20)	7.42	5.12	2.30
LAND LEASE	5,013.25	4,820.42	192.83	35,092.75	33,742.94	1,349.81
MISC INCOME	0.00	0.00	0.00	115.16	3,101.21	(2,986.05)
BROWN ACT REVENUE	0.00	0.00	0.00	1,041.00	444.00	597.00
CREDIT CARD CONVEN FEE	396.49	546.45	(149.96)	2,811.05	1,603.92	1,207.13
SAT INTERMENT SURCHARGE	0.00	2,150.00	(2,150.00)	7,700.00	7,700.00	0.00
SUN INTERMENT SURCHARGE	2,850.00	0.00	2,850.00	9,225.00	6,375.00	2,850.00
WITNESS GRAVE CLOSING	1,550.00	450.00	1,100.00	5,950.00	4,300.00	1,650.00
TAX COLLECTIONS	103,870.51	96,661.83	7,208.68	150,430.86	141,101.03	9,329.83
VAULTS	1,330.00	950.00	380.00	8,680.00	5,710.00	2,970.00
EX LG CREMATION VAULTS	0.00	85.00	(85.00)	1,615.00	2,125.00	(510.00)
REGULAR CREM VAULT	85.00	0.00	85.00	85.00	0.00	85.00
LINERS	1,115.00	1,595.00	(480.00)	10,505.00	11,940.00	(1,435.00)
GRAVE VASES	930.00	895.00	35.00	5,837.34	4,815.15	1,022.19
MEMORIAL WALL INCOME	0.00	0.00	0.00	0.00	175.00	(175.00)
ENR SURCHARGE	3,300.00	5,250.00	(1,950.00)	24,960.00	20,150.00	4,810.00
LOT TRANSFERS	340.00	0.00	340.00	1,150.00	450.00	700.00
COUNTY INTEREST INCOME	4.73	12.94	(8.21)	88.63	57.71	30.92
HANDLING FEE	6,500.00	7,110.00	(610.00)	52,950.00	49,440.00	3,510.00
PRENEED CONTRACT SERVICE CHG	600.00	800.00	(200.00)	5,400.00	4,900.00	500.00
VASE/HDSTN SET & CLEAN	3,045.00	3,895.00	(850.00)	23,935.00	23,185.00	750.00
TOTAL REVENUE	149,375.83	149,072.69	303.14	514,949.21	483,793.52	31,155.69
	149,375.83	149,072.69	303.14	514,949.21	483,793.52	31,155.69
EXPENSES						
REGULAR SALARIES	26,959.42	19,480.76	7,478.66	188,880.72	164,225.19	24,655.53
BOT BOARD MEETINGS	500.00	500.00	0.00	3,700.00	3,400.00	300.00
RETIREMENT/PENSION	1,499.07	4,179.69	(2,680.62)	11,765.26	10,103.44	1,661.82
FICA	1,692.68	1,285.94	406.74	11,866.46	10,376.14	1,490.32
MEDICARE	395.87	300.74	95.13	2,775.23	2,426.67	348.56
EMPLOYEE GROUP INSURANCE	6,801.43	5,302.47	1,498.96	41,904.92	35,111.70	6,793.22
UNEMPLOYMENT INSURANCE	1,416.50	995.56	420.94	1,906.10	1,316.98	589.12
WORKERS COMP INSURANCE	733.81	558.34	175.47	4,962.44	3,474.08	1,488.36
ELECTRICITY	7,288.58	3,020.86	4,267.72	40,413.81	35,991.40	4,422.41
TELEPHONE	573.24	788.80	(215.56)	4,093.24	3,997.52	95.72
WATER	3,277.67	2,089.45	1,188.22	25,287.60	25,431.10	(143.50)
COMMUNITY OUTREACH	90.00	195.00	(105.00)	610.00	1,190.85	(580.85)
VISA-MASTER CHG FEES	752.24	477.25	274.99	4,500.72	2,256.72	2,244.00
COUNTY SERVICE CHARGE	9.10	13.52	(4.42)	86.90	81.12	5.78
EDUCATION	0.00	0.00	0.00	424.49	0.00	424.49
GENERAL INSURANCE	1,194.52	1,232.72	(38.20)	8,361.64	8,629.04	(267.40)
LEGAL	0.00	0.00	0.00	714.00	56.00	658.00
LOT REPURCHASE	1,975.00	860.00	1,115.00	3,995.00	3,520.00	475.00
OFFICE EXPENSE	2,258.36	2,276.24	(17.88)	14,580.87	9,774.48	4,806.39
TRAVEL & CONVENTION	0.00	0.00	0.00	5,227.68	5,233.90	(6.22)
UNIFORMS & SAFETY EQUIPMENT	0.00	0.00	0.00	243.75	243.75	(243.75)
MTG EXP & SUPPLIES	0.00	0.00	0.00	167.50	0.00	167.50
AUDIT	0.00	2,000.00	(2,000.00)	10,500.00	10,750.00	(250.00)
ADVERTISING/PUBLICITY	187.95	320.85	(132.90)	3,150.05	2,035.05	1,115.00
MEMBERSHIP & DUES	2,824.00	2,845.00	(21.00)	4,054.00	3,900.00	154.00
BOT CONFERENCE	0.00	0.00	0.00	1,100.00	927.11	172.89
BOT TRAVEL & EXPENSE	0.00	0.00	0.00	2,811.23	424.54	2,386.69
BOT EDUCATION & VOCATIOANAL	0.00	0.00	0.00	0.00	305.86	(305.86)
AI TO TRUCK EXPENSE	1,364.33	408.83	955.50	1,666.10	595.40	1,070.70
LARGE EQUIPMENT REPAIRS	0.00	0.00	0.00	0.00	902.77	(902.77)
EQUIPMENT REPAIRS	0.00	0.00	0.00	268.86	0.00	268.86
IRRIGATION SYSTEM REPAIRS	24.47	1,270.39	(1,245.92)	2,476.97	9,889.12	(7,412.15)
FERTILIZER AND SEED	2,583.30	0.00	2,583.30	9,777.30	8,734.96	1,042.34
GASOLINE, OIL, TIRES	2,422.54	0.00	2,422.54	4,709.67	3,489.67	1,220.00
PLANT & BUILDING	2,791.85	4,627.41	(1,835.56)	19,899.03	14,409.86	5,489.17
TOOLS & SUPPLIES	0.00	152.52	(152.52)	793.59	802.82	(9.23)
GRAVE LINERS & VAULTS	3,021.51	7,283.44	(4,261.93)	19,180.52	20,979.03	(1,798.51)
GRAVE VASES	958.41	1,369.51	(411.10)	2,699.34	2,526.93	172.41
CONTRACT TREE/GARDEN MAINTNCE	14,559.60	14,391.00	168.60	87,014.75	86,914.35	100.40
CONTRACT BURIALS	2,394.00	2,250.00	144.00	6,594.00	4,200.00	2,394.00
SECURITY CAMERA EXPENSE	138.00	552.00	(414.00)	1,463.70	1,463.70	0.00
DMP GROUNDS SECURITY	725.00	0.00	725.00	5,075.00	0.00	5,075.00
TOTAL EXPENSES	(91,412.45)	(81,028.29)	(10,384.16)	(559,458.69)	(500,091.25)	(59,367.44)
NET INCOME FROM OPERATIONS	57,963.38	68,044.40	(10,081.02)	(44,509.48)	(16,297.73)	(28,211.75)
OTHER INCOME & EXPENSE						
TOTAL OTHER INCOME & EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
NET INCOME (LOSS)	57,963.38	68,044.40	(10,081.02)	(44,509.48)	(16,297.73)	(28,211.75)

PALM SPRINGS CEMETERY DIST
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2016

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
REVENUES						
OPEN AND CLOSE	18,420.00	23,829.17	(5,409.17)	166,520.00	285,950.00	(119,430.00)
MISC SPECIAL SET-UP	0.00	83.33	(83.33)	800.00	1,000.00	(200.00)
RETURNED CHECK BANK CHARGE	25.00	4.17	20.83	50.00	50.00	0.00
INTEREST RECEIVED	0.85	1.25	(0.40)	7.42	15.00	(7.58)
LAND LEASE	5,013.25	5,061.42	(48.17)	35,092.75	60,737.00	(25,644.25)
MISC INCOME	0.00	0.00	0.00	115.16	0.00	115.16
BROWN ACT REVENUE	0.00	0.00	0.00	1,041.00	0.00	1,041.00
CREDIT CARD CONVEN FEE	396.49	579.17	(182.68)	2,811.05	6,950.00	(4,138.95)
SAT INTERMENT SURCHARGE	0.00	920.83	(920.83)	7,700.00	11,050.00	(3,350.00)
SUN INTERMENT SURCHARGE	2,850.00	720.83	2,129.17	9,225.00	8,650.00	575.00
WITNESS GRAVE CLOSING	1,550.00	687.50	862.50	5,950.00	8,250.00	(2,300.00)
TAX COLLECTIONS	103,870.51	22,422.50	81,448.01	150,430.86	269,070.00	(118,639.14)
VAULTS	1,330.00	1,295.00	35.00	8,680.00	15,540.00	(6,860.00)
EX LG CREMATION VAULTS	0.00	0.00	0.00	1,615.00	0.00	1,615.00
REGULAR CREM VAULT	85.00	0.00	85.00	85.00	0.00	85.00
LINERS	1,115.00	1,660.42	(545.42)	10,505.00	19,925.00	(9,420.00)
GRAVE VASES	930.00	674.58	255.42	5,837.34	8,095.00	(2,257.66)
MEMORIAL WALL INCOME	0.00	16.67	(16.67)	0.00	200.00	(200.00)
ENR SURCHARGE	3,300.00	2,875.00	425.00	24,960.00	34,500.00	(9,540.00)
LOT TRANSFERS	340.00	82.50	257.50	1,150.00	990.00	160.00
COUNTY INTEREST INCOME	4.73	10.00	(5.27)	88.63	120.00	(31.37)
HANDLING FEE	6,500.00	7,183.33	(683.33)	52,950.00	86,200.00	(33,250.00)
PRENEED CONTRACT SERVICE CHG	600.00	741.67	(141.67)	5,400.00	9,000.00	(3,500.00)
VASE/HDSTN SET & CLEAN	3,045.00	3,182.08	(137.08)	23,935.00	38,185.00	(14,250.00)
NICHE SHUTTER CLEAN-REPAINT	0.00	8.33	(8.33)	0.00	100.00	(100.00)
TOTAL REVENUES	149,375.83	72,039.75	77,336.08	514,949.21	864,477.00	(349,527.79)
	149,375.83	72,039.75	77,336.08	514,949.21	864,477.00	(349,527.79)
EXPENSES						
REGULAR SALARIES	26,959.42	25,652.50	1,306.92	188,880.72	307,830.00	(118,949.28)
BOT BOARD MEETINGS	500.00	625.00	(125.00)	3,700.00	7,500.00	(3,800.00)
TEMPORARY HELP	0.00	333.33	(333.33)	0.00	4,000.00	(4,000.00)
RETIREMENT/PENSION	1,499.07	1,667.33	(168.26)	11,765.26	20,008.00	(8,242.74)
FICA	1,692.68	1,550.13	142.55	11,866.46	18,601.46	(6,735.00)
MEDICARE	395.87	345.38	50.49	2,775.23	4,144.54	(1,369.31)
EMPLOYEE GROUP INSURANCE	6,801.43	6,882.42	(80.99)	41,904.92	82,589.00	(40,684.08)
UNEMPLOYMENT INSURANCE	1,416.50	210.00	1,206.50	1,906.10	2,520.00	(613.90)
WORKERS COMP INSURANCE	733.81	733.83	(0.02)	4,962.44	8,806.00	(3,843.56)
ELECTRICITY	7,288.58	4,821.58	2,467.00	40,413.81	57,859.00	(17,445.19)
TELEPHONE	573.24	516.67	56.57	4,093.24	6,200.00	(2,106.76)
WATER	3,277.67	3,265.92	11.75	25,287.60	39,191.00	(13,903.40)
COMMUNITY OUTREACH	90.00	250.00	(160.00)	610.00	3,000.00	(2,390.00)
VISA-MASTER CHG FEES	752.24	441.67	310.57	4,500.72	5,300.00	(799.28)
RETURNED CHECK	0.00	4.17	(4.17)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	9.10	25.00	(15.90)	86.90	300.00	(213.10)
EDUCATION	0.00	25.00	(25.00)	424.49	300.00	124.49
GENERAL INSURANCE	1,194.52	1,319.00	(124.48)	8,361.64	15,828.00	(7,466.36)
LEGAL	0.00	291.67	(291.67)	714.00	3,500.00	(2,786.00)
LOT REPURCHASE	1,975.00	416.67	1,558.33	3,995.00	5,000.00	(1,005.00)
OFFICE EXPENSE	2,258.36	1,333.33	925.03	14,580.87	16,000.00	(1,419.13)
TRAVEL & CONVENTION	0.00	916.67	(916.67)	5,227.68	11,000.00	(5,772.32)
UNIFORMS & SAFETY EQUIPMENT	0.00	50.00	(50.00)	0.00	600.00	(600.00)
MTC EXP & SUPPLIES	0.00	25.00	(25.00)	167.50	300.00	(132.50)
AUDIT	0.00	1,004.17	(1,004.17)	10,500.00	12,050.00	(1,550.00)
ADVERTISING/PUBLICITY	187.95	833.33	(645.38)	3,150.05	10,000.00	(6,849.95)
MEMBERSHIP & DUES	2,824.00	350.00	2,474.00	4,054.00	4,200.00	(146.00)
BOT CONFERENCE	0.00	208.33	(208.33)	1,100.00	2,500.00	(1,400.00)
BOT TRAVEL & EXPENSE	0.00	150.00	(150.00)	2,811.23	1,800.00	1,011.23
AUTO TRUCK EXPENSE	1,364.33	291.67	1,072.66	1,666.10	3,500.00	(1,833.90)
LARGE EQUIPMENT REPAIRS	0.00	250.00	(250.00)	0.00	3,000.00	(3,000.00)
EQUIPMENT REPAIRS	0.00	41.67	(41.67)	268.86	500.00	(231.14)
IRRIGATION SYSTEM REPAIRS	24.47	1,083.33	(1,058.86)	2,476.97	13,000.00	(10,523.03)
FERTILIZER AND SEED	2,583.30	833.33	1,749.97	9,777.30	10,000.00	(222.70)
GASOLINE, OIL, TIRES	2,422.54	458.33	1,964.21	4,709.67	5,500.00	(790.33)
PLANT & BUILDING	2,791.85	1,666.67	1,125.18	19,899.03	20,000.00	(100.97)
ROAD MAINTENANCE	0.00	166.67	(166.67)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	0.00	100.00	(100.00)	793.59	1,200.00	(406.41)
GRAVE LINERS & VAULTS	3,021.51	2,501.25	520.26	19,180.52	30,015.00	(10,834.48)
GRAVE VASES	958.41	406.67	551.74	2,699.34	4,880.00	(2,180.66)
CONTRACT TREE/GARDEN MAINTN	14,559.60	19,748.00	(5,188.40)	87,014.75	236,976.00	(149,961.25)
CONTRACT BURIALS	2,394.00	437.50	1,956.50	6,594.00	1,344.00	5,250.00
SECURITY CAMERA EXPENSE	138.00	200.00	(62.00)	1,463.70	2,400.00	(936.30)
DMP GROUNDS SECURITY	725.00	725.00	0.00	5,075.00	8,700.00	(3,625.00)
TOTAL EXPENSES	91,412.45	83,158.19	8,254.26	559,458.69	997,898.00	(438,439.31)
NET INCOME FROM OPERATIONS	57,963.38	(11,118.44)	69,081.82	(44,509.48)	(133,421.00)	88,911.52
OTHER INCOME & EXPENSE						
RESERVES TRANSFERRED IN	0.00	11,118.44	(11,118.44)	0.00	133,421.00	(133,421.00)
TOTAL OTHER INCOME & EXPENSES	0.00	(11,118.44)	11,118.44	0.00	(133,421.00)	133,421.00
NET INCOME (LOSS)	57,963.38	0.00	57,963.38	(44,509.48)	0.00	(44,509.48)

**ACCUMULATIVE CAPITAL OUTLAY FUND
TRIAL BALANCE
AS OF JANUARY 31, 2016**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
CURRENT ASSETS:			
002343	CASH ON DEPOSIT -COUNTY	16,481.34	
003343	ASSET RPLCE RSRVE-LAND/BLD/ET	475,327.75	
004343	ASSET PURCHASE HOLDING ACCOI		113,940.53
006343	CASH - INTEREST/DIVIDENDS	555,784.95	
007343	INVESTED FUNDS - PSCD	222,563.48	
008343	DUE FROM GF/PN/EDC	342,889.20	
018343	UNREALIZED G/L ON SECURITIES		166,045.57
	CURRENT ASSETS:	1,613,046.72	279,986.10
FIXED ASSETS:			
010343	AUTO	63,482.63	
011343	LARGE EQUIPMENT	120,901.08	
012343	BUILDINGS	1,810,006.10	
013343	EQUIPMENT	54,327.54	
014343	FURNITURE & FIXTURES	123,071.93	
015343	LAND & IMPROVEMENTS	1,853,072.03	
016343	WATER SYSTEMS	944,582.53	
	FIXED ASSETS:	4,969,443.84	
OTHER ASSETS:			
	OTHER ASSETS:	0.00	
CURRENT LIABILITIES:			
131343	ACCUMULATED DEPRECIATION		2,342,263.64
	CURRENT LIABILITIES:		2,342,263.64
RETAINED EARNINGS:			
141343	RETAINED EARNINGS		3,838,729.77
	RETAINED EARNINGS:		3,838,729.77
REVENUE:			
201343	BURIAL RIGHT SALES		115,875.00
203343	CURRENT INTEREST & DIVIDENDS		5,375.89
213343	COUNTY INTEREST INCOME		615.33
230343	GAIN/INVEST FAIR VALUE INCREAS	6,718.01	
500343	REVENUE TRANSFERRED IN		6,350.00
	REVENUE:	6,718.01	128,216.22
EXPENSES:			
311343	COUNTY SERVICE CHARGE		12.84
	EXPENSES:		12.84
	REPORT TOTALS	6,589,208.57	6,589,208.57

**ACCUMULATIVE CAPITAL OUTLAY
BALANCE SHEET
JANUARY 31, 2016**

ASSETS

CURRENT ASSETS

CASH ON DEPOSIT -COUNTY	16,481.34	
ASSET RPLCE RSRVE-LAND/BLD/ETC	475,327.75	
ASSET PURCHASE HOLDING ACCOUNT	(113,940.53)	
CASH - INTEREST/DIVIDENDS	555,784.95	
INVESTED FUNDS - PSCD	222,563.48	
DUE FROM GF/PN/EDC	342,889.20	
UNREALIZED G/L ON SECURITIES	(166,045.57)	
TOTAL CURRENT ASSETS		1,333,060.62

FIXED ASSETS

AUTO	63,482.63	
LARGE EQUIPMENT	120,901.08	
BUILDINGS	1,810,006.10	
EQUIPMENT	54,327.54	
FURNITURE & FIXTURES	123,071.93	
LAND & IMPROVEMENTS	1,853,072.03	
WATER SYSTEMS	944,582.53	
TOTAL FIXED ASSETS		4,969,443.84

OTHER ASSETS

TOTAL OTHER ASSETS		0.00
TOTAL ASSETS		6,302,504.46

LIABILITIES AND EQUITY

CURRENT LIABILITIES

ACCUMULATED DEPRECIATION	2,342,263.64	
TOTAL CURRENT LIABILITIES		2,342,263.64

TOTAL LIABILITIES		2,342,263.64
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RETAINED EARNINGS

RETAINED EARNINGS	3,838,729.77	
NET INCOME	121,511.05	
TOTAL RETAINED EARNINGS		3,960,240.82
TOTAL LIABILITIES AND EQUITY		6,302,504.46

**ACCUMULATIVE CAPITAL OUTLAY
INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2016**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
BURIAL RIGHT SALES	16,825.00	22,900.00	(6,075.00)	115,875.00	110,025.00	5,850.00
CURRENT INTEREST & DIVIDENDS	2,048.94	0.00	2,048.94	5,375.89	4,987.71	388.18
COUNTY INTEREST INCOME	39.55	82.20	(42.65)	615.33	417.41	197.92
GAIN/INVEST FAIR VALUE INCREAS	(5,442.67)	0.00	(5,442.67)	(6,718.01)	(102,524.01)	95,806.00
TOTAL REVENUE	13,470.82	22,982.20	(9,511.38)	115,148.21	12,906.11	102,242.10
	13,470.82	22,982.20	(9,511.38)	115,148.21	12,906.11	102,242.10
EXPENSES						
COUNTY SERVICE CHARGE	0.00	0.00	0.00	(12.84)	0.00	(12.84)
TOTAL EXPENSES	0.00	0.00	0.00	12.84	0.00	12.84
NET INCOME FROM OPERATIONS	13,470.82	22,982.20	(9,511.38)	115,161.05	12,906.11	102,254.94
OTHER INCOME & EXPENSE						
REVENUE TRANSFERRED IN	0.00	0.00	0.00	(6,350.00)	(1,800.00)	(4,550.00)
TOTAL OTHER INCOME & EXPENSE	0.00	0.00	0.00	(6,350.00)	(1,800.00)	(4,550.00)
NET INCOME (LOSS)	13,470.82	22,982.20	(9,511.38)	121,511.05	14,706.11	106,804.94

**ENDOWMENT CARE FUND
TRIAL BALANCE
AS OF JANUARY 31, 2016**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
ASSETS:			
002342	CASH ON DEPOSIT - COUNTY	888,934.52	
003-342	INTEREST ON DEPOSIT-COUNTY	125,581.51	
006342	CASH - INTEREST/DIVIDENDS	1,242,300.42	
007342	INVESTED FUNDS - PSCD	3,152,495.45	
018342	UNREALIZED G/L ON SECURITIES		207,924.17
	ASSETS:	5,409,311.90	207,924.17
RETAINED EARNINGS:			
141342	RETAINED EARNINGS- ENDOWMEN		4,655,208.79
142342	ACCRUED INTEREST & DIVIDENDS		428,240.45
143342	REALIZED INVESTMENT GAIN/LOS		18,405.00
	RETAINED EARNINGS:		5,101,854.24
REVENUE:			
200342	WMC ENDOWMENT CARE		250.00
201342	ENDOWMENT CARE DEPOSITS		91,873.12
203342	CURRENT INTEREST & DIVIDENDS		35,365.76
213342	COUNTY INTEREST INCOME		1,431.86
230342	GAIN/INVEST FAIR VALUE INCREA	29,387.25	
	REVENUE:	29,387.25	128,920.74
EXPENSES:			
	EXPENSES:	0.00	
	REPORT TOTALS	5,438,699.15	5,438,699.15

**ENDOWMENT CARE FUND
BALANCE SHEET
JANUARY 31, 2016**

ASSETS

ASSETS

CASH ON DEPOSIT - COUNTY	888,934.52	
INTEREST ON DEPOSIT-COUNTY	125,581.51	
CASH - INTEREST/DIVIDENDS	1,242,300.42	
INVESTED FUNDS - PSCD	3,152,495.45	
UNREALIZED G/L ON SECURITIES	(207,924.17)	

TOTAL ASSETS		5,201,387.73
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TOTAL ASSETS		5,201,387.73
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LIABILITIES AND FUND EQUITY

LIABILITIES

TOTAL LIABILITIES		0.00
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RETAINED EARNINGS

RETAINED EARNINGS- ENDOWMENT	4,655,208.79	
ACCRUED INTEREST & DIVIDENDS	428,240.45	
REALIZED INVESTMENT GAIN/LOSS	18,405.00	
NET INCOME	99,533.49	

TOTAL RETAINED EARNINGS		5,201,387.73
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TOTAL LIABILITIES AND FUND EQUITY		5,201,387.73
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**ENDOWMENT CARE FUND
INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2016**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
WMC ENDOWMENT CARE	0.00	50.00	(50.00)	250.00	1,300.00	(1,050.00)
ENDOWMENT CARE DEPOSITS	11,119.51	15,737.50	(4,617.99)	91,873.12	83,065.43	8,807.69
CURRENT INTEREST & DIVIDENDS	16,411.02	0.00	16,411.02	35,365.76	13,802.15	21,563.61
COUNTY INTEREST INCOME	85.20	207.07	(121.87)	1,431.86	1,124.68	307.18
GAIN/INVEST FAIR VALUE INCREAS	(28,530.67)	0.00	(28,530.67)	(29,387.25)	(44,734.80)	15,347.55
TOTAL REVENUE	(914.94)	15,994.57	(16,909.51)	99,533.49	54,557.46	44,976.03
EXPENSES						
TOTAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
NET INCOME (LOSS)	(914.94)	15,994.57	(16,909.51)	99,533.49	54,557.46	44,976.03

**PRENEED FUND
TRIAL BALANCE
AS OF JANUARY 31, 2016**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
CURRENT ASSETS:			
002392	CASH ON DEPOSIT- COUNTY	528,922.65	
006392	CASH -INTEREST/DIVIDENDS	415,845.36	
007392	INVESTED FUNDS -PSCD	724,220.75	
018392	UNREALIZED G/L - SECURITIES		164,624.34
034392	CONTRACTS RECEIVABLE	62,362.11	
	CURRENT ASSETS:	1,731,350.87	164,624.34
LIABILITIES:			
101392	DEFERRED REVENUE PAYABLE		770,693.30
	LIABILITIES:		770,693.30
RETAINED EARNINGS:			
141392	RETAINED EARNINGS		525,402.40
142392	ACCRUED INTEREST & DIVIDENDS		168,973.88
	RETAINED EARNINGS:		694,376.28
REVENUE:			
201392	CURRENT SALES		51,634.11
202392	CURRENT DEFERRED REVENUE		60,264.42
203392	CURRENT INTEREST & DIVIDENDS		29,916.73
213392	COUNTY INTEREST INCOME		570.37
230392	GAIN/INVEST FAIR VALUE INCREA:	33,2493.61	
	REVENUE:	33,249.61	142,385.63
EXPENSES:			
310392	INVESTMENT FEES	142.42	
311392	COUNTY SERVICE CHARGES	497.60	
320392	LOSS ON TRANSFER (INTER COSTS)	489.05	
335392	SALES TRANSFR OUT (PRIOR YR)	6,350.00	
	EXPENSES:	7,479.07	
	REPORT TOTALS	1,772,079.55	1,772,079.55

**PRENEED FUND
BALANCE SHEET
JANUARY 31, 2016**

ASSETS

ASSETS

CASH ON DEPOSIT- COUNTY	528,922.65	
CASH -INTEREST/DIVIDENDS	415,845.36	
INVESTED FUNDS -PSCD	724,220.75	
UNREALIZED G/L - SECURITIES	(164,624.34)	
CONTRACTS RECEIVABLE	62,362.11	
 TOTAL ASSETS		 1,566,726.53
 TOTAL ASSETS		 1,566,726.53

LIABILITIES AND EQUITY

LIABILITIES

DEFERRED REVENUE PAYABLE	770,693.30	
TOTAL LIABILITIES		770,693.30

RETAINED EARNINGS

RETAINED EARNINGS	525,402.40	
ACCRUED INTEREST & DIVIDENDS	168,973.88	
NET INCOME	101,656.95	
 TOTAL RETAINED EARNINGS		 796,033.23
 TOTAL LIABILITIES AND EQUITY		 1,566,726.53

**PRENEED FUND
INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2016**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
CURRENT SALES	3,186.97	17,388.20	(14,201.23)	51,634.11	58,997.24	(7,363.13)
CURRENT DEFERRED REVENUE	4,959.47	9,495.26	(4,535.79)	60,264.42	53,202.59	7,061.83
CURRENT INTEREST & DIVIDENDS	12,911.76	0.00	12,911.76	29,916.73	11,291.44	18,625.29
COUNTY INTEREST INCOME	41.42	88.21	(46.79)	570.37	468.16	102.21
GAIN/INVEST FAIR VALUE INCREAS	(18,063.16)	0.00	(18,063.16)	(33,249.61)	(43,585.98)	10,336.37
TOTAL REVENUE	3,036.46	26,971.67	(23,935.21)	109,136.02	80,373.45	28,762.57
EXPENSES						
INVESTMENT FEES	0.00	0.00	0.00	142.42	0.00	142.42
COUNTY SERVICE CHARGES	99.52	78.80	20.72	497.60	453.10	44.50
LOSS ON TRANSFER (INTER COSTS)	0.00	0.00	0.00	489.05	4,883.67	(4,394.62)
SALES TRANSFR OUT (PRIOR YR)	0.00	0.00	0.00	6,350.00	3,620.00	2,730.00
TOTAL EXPENSES	99.52	78.80	20.72	7,479.07	8,956.77	(1,477.70)
NET INCOME (LOSS)	2,936.94	26,892.87	(23,955.93)	101,656.95	71,416.68	30,240.27



**PRELIMINARY OPINION OF PROBABLE
LANDSCAPE CONSTRUCTION COST**

Date: February 1, 2016
Project Name: Desert Memorial Park Cemetery
Project Number: 1532
Prepared By: Tom Miller
Sent To: Kathleen Jurasky - Palm Springs Cemetery District
C: Ron Gregory - RGA Landscape Architects, Inc.

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
General Conditions:				
Mobilization:			Lump Sum	3,000
Dust Control:			Lump Sum	5,000
	General Conditions Subtotal:			8,000
Irrigation:				
Drip: (includes allowance for controllers)			Lump Sum	32,000
	Irrigation Subtotal:			32,000
Planting:				
General grading and berm construction from on-site fill	11,500	c.y.	Lump Sum	116,000
Soil Stabilizer	150,000	sq.ft	0.12	18,000
Soil Prep & Fine Grading	156,000	sq.ft.	0.55	85,800
Palms:				
Date Palms 30'	31	ea	2,500.00	77,500
Cactus / Succulents:				
Accent desert plants - 15 gal.	100	ea	90.00	9,000
Canopy Trees:				
36" Box Trees	100	ea	800.00	80,000
Shrubs / Vines / Groundcover:				
5 Gallon Shrubs	500	ea	25.00	12,500
Rock				
Boulders (not to exceed 5' diam. - average of 4' diam.)	200	ea	280.00	56,000
Decomposed Granite - stabilized 2" thick - pathways	16,500	sq.ft.	1.15	18,975
Other				
Plant Allowance for add'n'l field located plants			Lump Sum	1,000
Maintenance - 90 days after completion			Lump Sum	25,000
	Planting Subtotal:			499,775
Lighting: (estimate of 31 fixtures)				
Electrical Distribution (per fixture)	31	ea	125.00	3,875
Path Lights	13	ea	300.00	3,900
Sign Lights	5	ea	300.00	1,500
Step Lights at ramp	6	ea	200.00	1,200
Uplights (mounted on ground)	7	ea	300.00	2,100
	Lighting Subtotal:			12,575

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Hardscape:				
Paving:				
Concrete - 5 1/2" Broom Finish w/Color with wwf	7,300	sq.ft.	8.50	62,050
Concrete Ramp	1,050	sq.ft.	12.00	12,600
Pavers - Concrete Interlocking, 80 mm thick, sand set	3,700	sq.ft.	8.00	29,600
Sealant for concrete or pavers	12,050	sq.ft.	1.00	12,050
Handrails:				
Hand Rails at Ramp (both sides of ramp)	350	l.f.	35.00	12,250
Walls:				
Pilasters - 6' Freestanding	4	ea	2,500.00	10,000
Seat wall with P.I.P. concrete cap (6" split face cmu)	120	l.f.	175.00	21,000
Wall - Retaining 8" masonry / waterproofed (18")	150	l.f.	67.00	10,050
Wall - Retaining CMU / waterproofed from 5' to 9'-6"	170	l.f.	294.00	49,980
Columbarium enclosures and face plates; est. of 640	640	ea	500.00	320,000
Pools / Water Features				
Water wall and pond	1	ea.	Lump Sum	100,000
Miscellaneous				
Trash Receptacle - concrete	5	ea.	900.00	4,500
Flag pole: 35' aluminum	1		Lump Sum	3,000
Directional Signage, estimate of 5 signs			Lump Sum	7,500
			Hardscape Subtotal:	654,580
			Subtotal:	1,206,930
			5% Contingency	60,347
			Total:	\$ 1,267,277

NOTE: This opinion of probable cost represents our experience with the industry's prevailing prices. **This opinion is not a bid** and shall not be used in lieu of a bid. Actual construction bids will vary, depending upon market conditions and the current costs of labor, materials and equipment at the time of bidding. **This opinion does NOT include:** mass grading, subsurface drainage, utility mains, road or parking lot paving except as indicated as being "enhanced paving" on the plans, or enclosed structures whether habitable or not.



PALM SPRINGS CEMETERY
D I S T R I C T

STAFF REPORT

TO: Board of Trustees
FROM: Kathleen Jurasky, District Manager
Steve Quintanilla, General Counsel
DATE: January 15, 2016
RE: Board Meeting Compensation

RECOMMENDATION:

That the Board consider the attached ordinance and take whatever action it deems appropriate.

BACKGROUND:

Health & Safety Code Section 903 (a) provides that trustees may receive compensation in an amount not to exceed one hundred dollars (\$100) for attending each board meeting, up to four meetings a month.

Board meetings include "any congregation of a majority of the board members at the same time and location to hear discuss, deliberate or take action on any item within the subject matter jurisdiction of the board" such as: (1) regular board meetings, (2) special board meetings, (3) closed sessions, (4) emergency board meetings, (5) board field trips, (6) District public hearings, (7) board committee meetings. Incidentally, trustees are not entitled to traveling and incidental expenses for attending board meetings.

Health & Safety Code Section 9031 (b) provides that trustees, by ordinance adopted pursuant to "Water Code" may increase the amount of compensation received for attending board meetings. The amount of compensation per board meeting may be increased above \$100 per board meeting, but the increase may not exceed 5 percent, for each calendar year following the operative date of the last adjustment.

Increases may only be made by an ordinance adopted pursuant to Water Code Section 20200, et seq. A public hearing is required and notice of the public hearing must be published in a newspaper of general circulation (i.e., The Desert Sun Newspaper) pursuant to Government Code section 60660. The ordinance can only take effect 60 days after the ordinance is adopted. The ordinance is subject to referendum by voters. If petitions protesting adoption of ordinance is presented prior to effective date of ordinance, the ordinance shall be suspended and the board shall reconsider the ordinance. If the board does not repeal ordinance, then the board must put ordinance up for a vote at a special or general election.

The attached ordinance proposes to increase the trustees' compensation for attending

board meetings to \$_____, which reflects a 5 percent increase, for each calendar year following the operative date of the last adjustment, which was _____. This is the maximum amount allowed under applicable law. Of course, the Board has the discretion to decrease the amount.

ORDINANCE NUMBER __

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT INCREASING THE TRUSTEES' COMPENSATION FOR ATTENDING BOARD MEETINGS

WHEREAS, Health & Safety Code Section 903 (a) provides that trustees may receive compensation in an amount not to exceed one hundred dollars (\$100) for attending each board meeting, up to four meetings a month; and

WHEREAS, board meetings include "any congregation of a majority of the board members at the same time and location to hear discuss, deliberate or take action on any item within the subject matter jurisdiction of the board" such as: (1) regular board meetings, (2) special board meetings, (3) closed sessions, (4) emergency board meetings, (5) board field trips, (6) District public hearings, (7) board committee meetings. Incidentally, trustees are not entitled to traveling and incidental expenses for attending board meetings; and

WHEREAS, Health & Safety Code Section 9031 (b) provides that trustees by ordinance adopted pursuant to Water Code Section 20200, et seq. may increase the amount of compensation received for attending board meetings; and

WHEREAS, the amount of compensation per board meeting may be increased above one hundred dollars (\$100) per board meeting, provide the increase does not exceed five (5) percent for each calendar year following the operative date of the last adjustment; and

WHEREAS, a public hearing was conducted by the Board of Trustees, on January 16, 2015, and notice of the public hearing was published in The Desert Sun Newspaper pursuant to Government Code Section 60660.

NOW THEREFORE, THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT ORDAINS AS FOLLOWS:

Section 1. RECITALS

That the above recitals are true and correct and are incorporated as though fully set forth herein.

Section 2. BOARD MEETING COMPENSATION

That upon the effective date of this ordinance, each trustee shall be entitled to receive _____ Dollars (\$_____) as compensation for attending each board meeting, up to a maximum of four meeting per month.

Section 3. SEVERABILITY

That the Board of Trustees declares that, should any provision, section, paragraph, sentence or word of this ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this ordinance as hereby adopted shall remain in full force and effect.

Section 4. REPEAL OF CONFLICTING PROVISIONS

All the provisions of any resolution or ordinance as heretofore adopted by the Board of Trustees that are in conflict with the provisions of this ordinance are hereby repealed.

Section 5. EFFECTIVE DATE

This ordinance shall take effect 60 days after its adoption.

Section 6. CERTIFICATION

The Secretary of the Board of Trustees shall certify to the passage of this ordinance.

That the foregoing Ordinance was approved and adopted at a meeting of the Palm Springs Cemetery District Board of Trustees held on January __, 2016, by the following vote:

Ayes:
Noes:
Abstain:
Absent:

Jan Pye, Chair

ATTEST:

John Lea, Secretary

APPROVED AS TO FORM:

Steven B. Quintanilla, General Counsel

Olivia Velasquez



Nov. 15, 2013 - Dec. 18, 2015
Forever In Our Hearts

Account# 61676 Order# 19-13814 Size: GB-728 24 x 12 BEVEL- DRAWING: 2 REV: 1 - DESIGNER: JS 1-21-16
CUSTOMER ACC#: 6A6900

Signed Approval

By signing this approval drawing, I assume complete responsibility for layout, spelling and/or dates. _____ Date _____
Upon signing this approval drawing, I am stating that no further changes will be made. FAX NUMBER 1-800-873-8122

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