

**PALM SPRINGS CEMETERY DISTRICT**

**AGENDA  
SPECIAL MEETING  
OF THE  
BOARD OF TRUSTEES**

**Thursday, December 8, 2016 at 11:00 a.m.**

Spencer's Restaurant, 701 Baristo Road, Palm Springs, 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 November 10, 2016 Regular Meeting Minutes

**b.** Approval of November Expenditures

General Fund		\$ 61,615.82
November Reimburse Voucher 1557	\$ 32,061.72	
November Reimburse Voucher 1558	\$ 28,941.69	
Accumulative Capital Outlay		\$ 4,450.00
Prior Reimburse Vouchers	\$ 4,450.00	

Total November 30, 2016 Expenditures Checks & Visa/Debit Card  
21113-21100 & Payroll Checks Direct Deposits (Payroll) \$ 66,065.82

**c.** Financial Reports as of November 30, 2016 (F-1 thru F-15)

**6. ADMINISTRATIVE CALENDAR**

- a. Election of Officers
- b. District Investment General Overview & Update – Neal Wilson, C & N Financial
- c. CAPC Annual Conference February 23-25, 2017 in Oxnard, CA
- d. Review for Discussion and Possible PSCD Trustee E-Mail Addresses for Use with Microsoft Outlook
- e. Employee Performance Appreciation Bonuses
- f. Review for Discussion and Possible Approval Ramon Road/Da Vall Drive Signage Design Proposals
- g. Ramon Road Entry/Exit Remodel – Update
- h. Desert Landscape Interment Site – Update

**7. LEGISLATIVE CALENDAR**

- a. Resolution 22-2016, Transfer Interment Rights & Costs from PN to ACO & GF

**8. BOARD DEVELOPMENT – None**

**9. PUBLIC HEARING CALENDAR – None**

**10. COMMITTEES**

**11. REPORTS**

- a. Trustees
- b. District Manager
  - 1. Visalia Public Cemetery District
  - 2. District Manager Activities
  - 3. Possible Attendance – Two Families at January 2017 Board Meeting (Solar Lights & Flowers)

**12. FUTURE AGENDA ITEMS**

- a. Discussion in 2017/2018 – 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
- e. Brown Act Presentation – Steven Quintanilla, Attorney

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

**14. CLOSED SESSION ANNOUNCEMENT**

**15. ADJOURNMENT**

**THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 11:00 A.M., MONDAY, DECEMBER 5, 2016**

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

**DATE:** November 10, 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  
Lynn Mallotto, Treasurer  
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager

Not Present: William Kleindienst, Secretary

**3. PUBLIC COMMENTS** - None

**4. CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Mallotto to approve the Agenda as presented. Motion carried, vote 4-0 Alcumbrac, Mallotto, Pepper and Pye. Trustee Kleindienst not present.

**5. CONSENT CALENDAR** Trustee Pye requested that item F5 of the financials be pulled for discussion. Following a discussion motion was made by Trustee Pepper, seconded by Trustee Mallotto to approve the Consent Calendar as presented. Motion carried, roll call 4-0 Alcumbrac, Mallotto, Pepper, and Pye. Trustee Kleindienst not present.

**Trustee Kleindienst arrived at 2:01 P.M.**

**6. ADMINISTRATIVE CALENDAR** **a. District Investments General Overview & Update - Neal Wilson, C & N Financial** Neal Wilson reported that not much has changed since his last report. He further stated that in light of the election results the market is in a wait and see mode, and feels that interest rates will probably raise after the Fed meeting in December. He will be keeping a close eye on the market for changes, and where to place District investments in the future.

**b. Review for Discussion and Approval Building Lease Agreement between PSCD and Pet Memorial Park Cemetery** District Manager Jurasky reviewed the questions, answers and explained why the Non-Profit is a Corporation and not a Foundation. Following a discussion motion was made by Trustee Alcumbrac, seconded by Trustee Kleindienst to approve the Building Lease Agreement as edited. Motion carried, vote 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper and Pye.

**c. Review for Discussion and Approval Loan & Promissory Note – Pet Memorial Park Cemetery** District Manager Jurasky reviewed the edits to the original Loan & Promissory Note and explained why they were done. Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto. Motion carried, roll call 5-0 Alcumbrac, Kleindienst, Mallotto, Pepper and Pye.

**6. ADMINISTRATIVE CALENDAR – Continued**

**d. Review for Discussion and Approval – Trustee Annual Year-End Meeting Luncheon** Following a discussion motion was made by Trustee Alcumbrac, seconded by Trustee Kleindienst to approve scheduling the Trustee Annual Year-End Meeting Luncheon for 11:00 A.M board meeting and 11:30 A.M. luncheon. Thursday, December 8, 2016 at Spencer’s Restaurant. District Manager Jurasky was directed to handle the scheduling with the restaurant and invitations to Neal Wilson, Steve Quintanilla, Q&A Law Firm and select Q&A staff. Motion carried, roll call 5-0. Alcumbrac, Kleindienst, Malotto, Pepper and Pye.

**e. Ramon Road Entry/Exit Remodel - Update** District Manager Jurasky reported that the project is ready for the bidding process.

**7. LEGISLATIVE** – None

**8. BOARD DEVELOPMENT** a. Green Burials

**9. PUBLIC HEARING CALENDAR** – None

**10. COMMITTEES** – None

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

**b. District Manager Report**

**1. Dia de los Muertos~Day of the Dead Celebration October 29, 2016** District Manager Jurasky reported that although attendance was lower than last year the entertainment, student artwork far exceeded all past events. She stated that she was pleased with the overall event, and said that comments from attendees she spoke with were very positive.

**2. Regional Access Project - How to Grow Your Non-Profit Online** District Manager Jurasky reported that she had attended this free workshop which was held at the UCR Palm Desert Campus. She stated that it covered how to tell “Your Story in 3 Minutes”, “Making Videos on Your Phone”, “Free Website Design” and “Social Media Power”. She further stated the presentations were very informative and provided useful material.

**3. District Manager Jurasky Activities and Community Outreach** District Manager Jurasky presented the Board with a spreadsheet of her activities from October 18, 2016 – November 9, 2016. She reviewed the item listed and explained what took place at each event.

**12. FUTURE AGENDA ITEMS** a. Discussion in 2017/2018 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

e. Brown Act Presentation – Steven Quintanilla, Attorney No action taken

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

14. CLOSED SESSION ANNOUNCEMENTS – None

15. ADJOURNMENT Meeting was adjourned by Trustee Pye at 2:49 P.M. The next special board meeting is scheduled for 11:00 A.M., Thursday, December 8, 2016.

DATE: \_\_\_\_\_

\_\_\_\_\_  
William Kleindienst, Secretary

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Nov 1, 2016 to Nov 30, 2016**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
11/1/16	21113	NOV 2016 PSCD Employee Health Insurance Exp NOV 2016 Employee Health Insurance Expense P.E.R.S.	6,127.34 374.31	6,501.65
11/1/16	21114	NOV 2016 PSCD Employee Vision Insurance Expe METLIFE- GROUP BENIFITS	62.60	62.60
11/1/16	21115	NOV 2016 PSCD Employee Life Insurance Expens STANDARD INSURANCE COMPANY RQ	62.40	62.40
11/1/16	21116	NOV 2016 PSCD Employee Dental Insurance Exp STANDARD INSURANCE COMPANY RB	416.80	416.80
11/1/16	21117	Invoice # IT0000000203: VPN Connection for 09/0 Invoice # IT0000000238: PS Financials for 09/01/2 RIVERSIDE COUNTY INFORMATION TECHN	9.10 87.08	96.18
11/1/16	21118	Ground Supervisor & Office Cell Phone Charges SPRINT	108.47	108.47
11/1/16	21119	Annual Fire Extinguisher Maintenance: Invoice 2 DESERT FIRE EXT. CO. INC	392.51	392.51
11/1/16	21120	District Manager Cell Phone A T & T MOBILITY	93.60	93.60
11/1/16	21121	Copier Maintenance: Invoice # IN391850 AIS	49.90	49.90
11/1/16	21122	Janitorial Services - Invoice Dated 11/01/2016 JAMILETH MOYA	250.00	250.00
11/1/16	21123	Trash Service - Nov 2016 BURRTEC WASTE & RECYCLING SVCS	339.24	339.24
11/1/16	21124	Security Patrol - 11-01 thru 11-30 Invoice: 161113 MAXWELL SECURITY SERVICES	725.00	725.00
11/1/16	21125	Fire Ant Bait - Invoice # 2426167 EWING IRRIGATION PRODUCTS, INC	36.62	36.62
11/1/16	21126	Web Hosting for 4th quarter 2016 - Invoice #1162 PALMER INTERNET	135.00	135.00
11/1/16	21127	Security for "Day of the Dead" - Invoice PDRES1 CATHEDRAL CITY POLICE RESERVE ASSOC	320.00	320.00
11/8/16	21128	K Jurasky Extra Health Insurance for Pay Period COLONIAL LIFE	203.78	203.78
11/10/16	21129	Oct 2016 Maintenance - Well #4 - Invoice # 1610-0 SOUTH WEST PUMP & DRILLING	120.00	120.00
11/10/16	21130	12 Trion Zinc Vase-Flush - Invoice # 50729 12 Plastic Vases 12 Niche Vases Delivery ASCO PACIFIC, INC.	336.00 237.00 60.60 34.33	667.93

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Nov 1, 2016 to Nov 30, 2016**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
11/10/16	21131	1 #6 Vault - Invoice # IN028706 2 #5 Bell Liner 3 #5 Vault Delivery Fee WHITED CEMETERY SERVICE	220.00 250.00 510.00 110.00	1,090.00
11/10/16	21132	Advertising-Offer of Dedication Ramon Road - In THE DESERT SUN	166.00	166.00
11/10/16	21133	Courier Service - 10/21/2016 - Invoice # 3196771 GOLDEN STATE OVERNIGHT	13.85	13.85
11/10/16	21134	Transmission Fluid- Trans # 3018150779 Batteries - Trans # 3018152103 O'REILLY AUTOMOTIVE, INC	56.65 36.90	93.55
11/10/16	21135	Spray for Bees - Account # 110265 POWERFUL PEST MANAGEMENT, INC	195.00	195.00
11/10/16	21136	Office - Service Period 12/01/16-12/31/16 - Accoun Well #2 - Service Period 12/01/16-12/31/16 - Accou SKY RIVER COMMUNICATIONS INC	138.00 138.00	276.00
11/10/16	21137	WMC Usage DESERT WATER AGENCY	373.01	373.01
11/10/16	21138	Landscape Maintenance Service - October 2016 - I KIRKPATRICK LANDSCAPING SERVICES IN	19,748.00	19,748.00
11/10/16	21139	Design Dev/Submittal - 10% of Contract Fee Construction Documents - 10% of Contract RGA ARCHITECTS, INC	1,300.00 3,150.00	4,450.00
11/11/16	21140	Monthly Bill for October - Invoice 4617726 WESTERN EXTERMINATOR	70.50	70.50
11/11/16	21141	Well #4 Maintenance - Full reset of pump/motor. SOUTH WEST PUMP & DRILLING	180.00	180.00
11/11/16	21142	Membership - Dec 2016-Dec 2017: Invoice 31488 PALM DESERT CHAMBER OF COMMERCE	200.00	200.00
11/11/16	21143	Well Replenishment - October COACHELLA VALLEY WATER DIST	1,867.60	1,867.60
11/28/16	21144	FIRE ANT BAIT-INVOICE #2455212 EWING IRRIGATION PRODUCTS, INC	109.87	109.87
11/28/16	21145	PERMIT-SECURITY ALARM SYSTEMS Licens CITY OF CATHEDRAL CITY	30.00	30.00
11/28/16	21146	MEMORIAL TERRACE FOUNTAIN REPAIR-1 BRADLEY ELECTRIC,INC	85.00	85.00
11/28/16	21147	BUSINESS LICENSE RENEWAL 1/1/2017 - 12/3 CITY OF CATHEDRAL CITY	140.00	140.00

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Nov 1, 2016 to Nov 30, 2016**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
11/28/16	21148	YELLOW PAGES DEX MEDIA	184.95	184.95
11/28/16	21149	MONTHLY PHONE CHARGES FRONTIER COMMUNICATIONS	354.54	354.54
11/28/16	21150	Bottled Water & Supplies - Invoice 06K003277737 Bottled Water & Supplies - Invoice 06I003277737 READY REFRESH BY NESTLE	73.30 93.30	166.60
11/28/16	21151	WELL#4 Security Service For Period -11/01/2017 DESERT ALARM INC	179.85	179.85
11/1/16	DEBIT JR	G.H. Pools - Pumice Stones - Acid Pool Net for cle COMPANY DEBIT CARD	46.65	46.65
11/18/16	DEBIT JR	Postage - 2 rolls of stamps COMPANY DEBIT CARD	94.00	94.00
11/17/16	DEBIT JR	El Ranchito Taco Shop - Staff Safety Meeting Lun COMPANY DEBIT CARD	75.56	75.56
11/7/16	DEBIT KJ	Walmart.com - Shovels for graveside service buck COMPANY DEBIT CARD	56.01	56.01
11/21/16	DEBIT KJ	New Router for Network Computer COMPANY DEBIT CARD	217.99	217.99
11/30/16	DEBIT KJ	AT & T Mpnthly Connection Fee COMPANY DEBIT CARD	25.00	25.00
11/28/16	DEBIT KJ	Web Site Domain Name for Pet Cemetery COMPANY DEBIT CARD	34.32	34.32
11/25/16	DEBIT KJ	New District Manager I-pad & Software COMPANY DEBIT CARD	1,139.97	1,139.97
11/1/16	DEBIT KJ	A T & T Monthly Connection Fee COMPANY DEBIT CARD	25.00	25.00
11/21/16	DEBIT KJ	Staples - Office Supples COMPANY DEBIT CARD	258.73	258.73
11/10/16	EDD_TAX	SIT P/R 10/27/2016 to 11/09/2016 Paid 11/10/2016 SDI P/R 10/27/2016 to 11/09/2016 Paid 11/10/2016 EMPLOYMENT DEVELOPMENT DEPT	205.91 99.37	305.28
11/25/16	EDD_TAX	SIT P/R 11/10/2016 to 11/23/2016 Paid 11/25/2016 SDI P/R 11/10/2016 to 11/23/2016 Paid 11/25/2016 EMPLOYMENT DEVELOPMENT DEPT	304.13 114.56	418.69
11/25/16	EDD_TAX	SUI P/R 11/10/2016 to 11/23/2016 Paid 11/25/2016 EMPLOYMENT DEVELOPMENT DEPT	55.67	55.67
11/10/16	EXPRESS	FIT P/R 10/27/2016 to 11/09/2016 Paid 11/10/2016 SOCIAL SECURITY P/R 10/27/2016 to 11/09/2016 MEDICARE P/R 10/27/2016 to 11/09/2016 Paid 11/10/2016 BANK OF AMERICA	896.85 1,369.00 320.17	2,586.02



**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Nov 1, 2016 to Nov 30, 2016**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
11/25/16	EXPRESS	FIT P/R 11/10/2016 to 11/23/2016 Paid 11/25/2016	899.84	
		SOCIAL SECURITY P/R 11/10/2016 to 11/23/2016	1,578.67	
		MEDICARE P/R 11/10/2016 to 11/23/2016 Paid 11/25/2016	369.17	
		BANK OF AMERICA		2,847.68
11/10/16	FEES	P/R 10/27/2016 to 11/09/2016 Paid 11/10/2016	67.97	
		CBIZ PAYROLL		67.97
11/25/16	FEES	P/R 11/10/2016 to 11/23/2016 Paid 11/25/2016	89.03	
		CBIZ PAYROLL		89.03
	<b>Total</b>		<b>48,899.57</b>	<b>48,899.57</b>

**PALM SPRINGS CEMETERY DIST**  
**Payroll Disbursement Journal-General Fund**  
**For the Period From Nov 1, 2016 to Nov 30, 2016**

Date	Reference	Employee	Amount
11/10/16	3647	KATHLEEN JURASKY	1,821.33
11/10/16	3648	JUAN F. REYNA	1,442.96
11/10/16	3649	STEPHANIE C. BROWN	1,149.00
11/10/16	3650	ROGER L. CLARK	1,392.21
11/10/16	3651	SCOTT W. VICKREY	1,090.88
11/10/16	3652	EDGAR F. ARCHILLA	1,151.35
11/25/16	3658	KATHLEEN JURASKY	1,821.35
11/25/16	3659	KATHLEEN JURASKY	400.00
11/25/16	3660	JUAN F. REYNA	1,068.65
11/25/16	3661	JUAN F. REYNA	359.15
11/25/16	3662	STEPHANIE C. BROWN	1,148.99
11/25/16	3663	ROGER L. CLARK	1,350.14
11/25/16	3664	SCOTT W. VICKREY	1,095.47
11/25/16	3665	EDGAR F. ARCHILLA	1,151.35
11/25/16	3666	JANE ALCUMBRAC	164.25
11/25/16	3667	WILLIAM G. KLEINDIEN	164.25
11/25/16	3668	LYNN T. MALLOTTO	164.23
11/25/16	3669	LENNY PEPPER	66.44
11/25/16	3670	JAN M. PYE	164.25
11/1/16 thru 11/30/16			17,166.25

**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP November 2016**

Cash Disbursement Journal (Includes ACO listed below)	48,899.57
Payroll Disbursement Journal	17,166.25
<b>TOTAL PSCD DISBURSEMENTS</b>	<u>66,065.82</u>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<u>61,615.82</u>
Payment Voucher # 1557	32,061.72
Payment Voucher # 1558	28,941.69
	61,003.41
<b>ACO DISBURSEMENTS</b>	
RGA Architects, Inc	4,450.00
<b>TOTAL ACO EXPENDITURES</b>	<u>4,450.00</u>
ACO Payment Voucher # 1402	
<b>TOTAL November 2016 DISBURSEMENTS</b>	<u>66,065.82</u>

G:\BKPDISBURSEMENT RECAP.xls

PALM SPRINGS CEMETERY DISTRICT

SITE SALES & INTERMENTS

	Prior Months		Nov		2016 YTD TOTALS		YTD Totals Nov-15	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	30	0	7	0	37	0	41	0
Adult, A&B	37	0	7	0	44	0	39	0
Premium	16	0	1	0	17	0	24	0
Children	0	0	0	0	0	0	0	0
Cremation	0	1	2	0	2	1	2	0
Niche	9	0	2	0	11	0	10	0
<b>TOTALS</b>	<b>92</b>	<b>1</b>	<b>19</b>	<b>0</b>	<b>111</b>	<b>1</b>	<b>116</b>	<b>0</b>

LOT REPURCHASES

	Prior Months		Nov		2016 YTD TOTALS		YTD Totals Nov-15	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	3	0	0	0	3	0	3	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>

	Prior Months		Nov		2016 YTD TOTALS		YTD Totals Nov-15	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	50	0	16	0	66	0	78	2
Children	0	0	0	0	0	0	0	0
Cremation	11	0	3	2	14	2	12	2
Niche	8	0	1	0	9	0	9	0
<b>TOTALS</b>	<b>69</b>	<b>0</b>	<b>20</b>	<b>2</b>	<b>89</b>	<b>2</b>	<b>99</b>	<b>4</b>

SATURDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	3	0	3	0	6	0	7	1
Child	0	0	0	0	0	0	0	0
Cremation	4	0	0	1	4	1	0	0
<b>TOTALS</b>	<b>7</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>10</b>	<b>1</b>	<b>7</b>	<b>1</b>

SUNDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	0	0	0	0	1	1
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>

**PALM SPRINGS CEMETERY DIST  
GENERAL FUND TRIAL BALANCE  
AS OF NOVEMBER 30, 2016**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>ASSETS:</b>			
10002	CASH ON HAND - COUNTY	44,454.16	
10003	PETTY CASH	900.00	
10004	CHECKING - BANK OF AMERICA		17,395.42
10005	CSH/HND-CNTY-RESTRICTED	14,400.00	
10008	CASH CLEARING - BBVA BANK	100.00	
10009	RESERVE - BANK OF AMERICA	1,521.81	
10015	ACO PURCHASES RECEIVABLE		143,350.36
10016	SECURITY DEPOSITS RECEIVABLE	130.50	
10018	PET CEMETERY LOAN DRAWDOW	34.32	
14010	PREPAID INSURANCE	8,423.16	
14011	PREPAID W/C INSURANCE	4,269.77	
	<b>ASSETS:</b>	<b>74,233.72</b>	<b>(160,745.78)</b>
<b>LIABILITIES:</b>			
20101	REVOLVING FUND/IMPREST CASH		14,400.00
20102	SALES TAX PAYABLE		362.04
20107	EMPLOYEE 403B PAYABLE		1,846.16
20109	LEASE DEPOSIT - PREPAID		35,961.51
20111	EMPLOYEES INSURANCE PAYABL		1,827.00
20220	ACCRUED EMPLOYEE PAYROLL		6,442.56
20221	ACCRUED VACATION PAYABLE		10,189.13
27400	OPEB BENIFIT LIABILITY:GASB45		559,776.05
	<b>LIABILITIES:</b>	<b>0.00</b>	<b>(630,804.45)</b>
<b>EQUITY:</b>			
39004	BEGINNING BALANCE EQUITY		180,070.95
39005	RETAINED EARNINGS	786,344.86	
	<b>TOTAL EQUITY:</b>	<b>786,344.86</b>	<b>(180,070.95)</b>
<b>REVENUE:</b>			
40001	OPEN AND CLOSE		87,900.00
40201	MISC SPECIAL SET-UP		950.00
40203	INTEREST RECEIVED		8.14
40204	LAND LEASE		25,686.80
40205CC	CREDIT CARD CONVEN FEE		1,619.64
40205SAT	SAT INTERMENT SURCHARGE		7,975.00
40205WIT	WITNESS GRAVE CLOSING		3,050.00
40206	TAX COLLECTIONS		5,919.84
40207	VAULTS		5,290.00
40207-EX LG CR	EX LG CREMATION VAULTS		1,265.00
40208	LINERS		4,930.00
40209	GRAVE VASES		2,567.00
40211	ENR SURCHARGE		14,780.00
40212	LOT TRANSFERS		1,240.00
40213	COUNTY INTEREST INCOME		97.90
40216	HANDLING FEE		28,245.00
40217	PRENEED CONTRACT SERVICE CH		3,100.00
40218	VASE/HDSTN SET & CLEAN		18,175.00
95000	RESERVES TRANSFERRED IN		40,560.00

**TRIAL BALANCE    GENERAL FUND    NOVEMBER 30, 2016**

**PALM SPRINGS CEMETERY DIST  
GENERAL FUND TRIAL BALANCE  
AS OF NOVEMBER 30, 2016**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
	<b>REVENUE:</b>	<b>0.00</b>	<b>(253,359.32)</b>
<b>EXPENSES:</b>			
60101	REGULAR SALARIES	124,799.46	
60102	BOT BOARD MEETINGS	4,848.93	
60103	BOT CONFERENCES	2,537.29	
60105	BOT TRAVEL & EXPENSES	2,422.07	
71101	RETIREMENT/PENSION	5,292.42	
71201	FICA	7,984.28	
71202	MEDICARE	1,867.28	
72301	EMPLOYEE GROUP INSURANCE	33,504.49	
72601	UNEMPLOYMENT INSURANCE	300.62	
73101	WORKERS COMP INSURANCE	2,004.69	
81111	ELECTRICITY	16,904.08	
81112	TELEPHONE	2,771.60	
81113	WATER	16,529.36	
83308	COMMUNITY OUTREACH	550.00	
83309	VISA-MASTER CHG FEES	2,694.56	
83311	COUNTY SERVICE CHARGE	431.34	
83313	GENERAL INSURANCE	6,010.67	
83315	LOT REPURCHASE	1,465.00	
83316	OFFICE EXPENSE	7,082.36	
83317	TRAVEL & CONVENTION	5,656.62	
83323	ADVERTISING/PUBLICITY	4,161.30	
83324	MEMBERSHIP & DUES	1,234.03	
84410	AUTO TRUCK EXPENSE	283.63	
84413	IRRIGATION SYSTEM REPAIRS	1,044.63	
84414	FERTILIZER AND SEED	6,867.00	
84415	GASOLINE, OIL, TIRES	1,961.44	
84416	PLANT & BUILDING	9,895.19	
84418	TOOLS & SUPPLIES	303.30	
84419	GRAVE LINERS & VAULTS	7,685.57	
84420	GRAVE VASES	1,021.71	
84422	CONTRACT TREE/GARDEN MAINT	78,886.15	
84423	CONTRACT BURIALS	1,044.00	
84424	SECURITY CAMERA EXPENSE	731.85	
84425	DMP GROUNDS SECURITY	3,625.00	
	<b>EXPENSES:</b>	<b>364,401.92</b>	<b>0.00</b>
	<b>REPORT TOTALS</b>	<b>1,224,980.50</b>	<b>(1,224,980.50)</b>

**PALM SPRINGS CEMETERY DIST  
BALANCE SHEET  
NOVEMBER 30, 2016**

**ASSETS**

**ASSETS**

CASH ON HAND - COUNTY	44,454.16
PETTY CASH	900.00
CHECKING - BANK OF AMERICA	(17,395.42)
CSH/HND-CNTY-RESTRICTED	14,400.00
CASH CLEARING - BBVA BANK	100.00
RESERVE - BANK OF AMERICA	1,521.81
ACO PURCHASES RECEIVABLE	(143,350.36)
SECURITY DEPOSITS RECEIVABLE	130.50
PET CEMETERY LOAN DRAWDOWN	34.32
PREPAID INSURANCE	8,423.16
PREPAID W/C INSURANCE	4,269.77

**TOTAL ASSETS**

**(86,512.06)**

**LIABILITIES AND EQUITY**

**LIABILITIES**

REVOLVING FUND/IMPREST CASH	14,400.00
SALES TAX PAYABLE	362.04
EMPLOYEE 403B PAYABLE	1,846.16
LEASE DEPOSIT - PREPAID	35,961.51
EMPLOYEES INSURANCE PAYABLE	1,827.00
ACCRUED EMPLOYEE PAYROLL	6,442.56
ACCRUED VACATION PAYABLE	10,189.13
OPEB BENIFIT LIABILITY:GASB45	559,776.05

**TOTAL LIABILITIES**

**630,804.45**

**EQUITY**

BEGINNING BALANCE EQUITY	180,070.95
RETAINED EARNINGS	(786,344.86)
NET INCOME	(111,042.60)

**TOTAL EQUITY**

**(717,316.51)**

**TOTAL LIABILITIES AND EQUITY**

**(86,512.06)**

**PALM SPRINGS CEMETERY DIST  
INCOME STATEMENT - GENERAL FUND  
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2016**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
OPEN AND CLOSE	17,945.00	25,975.00	(8,030.00)	87,900.00	121,000.00	(33,100.00)
MISC SPECIAL SET-UP	425.00	200.00	225.00	950.00	800.00	150.00
INTEREST RECEIVED	0.27	0.69	(0.42)	8.14	6.10	2.04
LAND LEASE	5,137.36	5,061.44	75.92	25,686.80	25,307.20	379.60
MISC INCOME	0.00	15.00	(15.00)	0.00	115.16	(115.16)
BROWN ACT REVENUE	0.00	0.00	0.00	0.00	1,041.00	(1,041.00)
CREDIT CARD CONVEN FEE	450.00	632.07	(182.07)	1,619.64	2,019.90	(400.26)
SAT INTERMENT SURCHARGE	3,325.00	0.00	3,325.00	7,975.00	7,700.00	275.00
SUN INTERMENT SURCHARGE	0.00	950.00	(950.00)	0.00	2,950.00	(2,950.00)
WITNESS GRAVE CLOSING	800.00	850.00	(50.00)	3,050.00	3,200.00	(150.00)
TAX COLLECTIONS	97.58	850.94	(753.36)	5,919.84	6,252.66	(332.82)
VAULTS	1,510.00	570.00	940.00	5,290.00	5,700.00	(410.00)
EX LG CREMATION VAULTS	270.00	255.00	15.00	1,265.00	1,360.00	(95.00)
LINERS	1,050.00	2,175.00	(1,125.00)	4,930.00	7,685.00	(2,755.00)
GRAVE VASES	628.50	543.50	85.00	2,567.00	4,033.74	(1,466.74)
ENR SURCHARGE	3,105.00	4,950.00	(1,845.00)	14,780.00	17,500.00	(2,720.00)
LOT TRANSFERS	400.00	360.00	40.00	1,240.00	720.00	520.00
COUNTY INTEREST INCOME	0.00	0.00	0.00	97.90	43.62	54.28
HANDLING FEE	6,265.00	7,420.00	(1,155.00)	28,245.00	37,390.00	(9,145.00)
PRENEED CONTRACT SERVICE CHG	800.00	1,100.00	(300.00)	3,100.00	4,100.00	(1,000.00)
VASE/HDESTN SET & CLEAN	4,445.00	3,295.00	1,150.00	18,175.00	17,085.00	1,090.00
<b>TOTAL REVENUE</b>	<b>46,653.71</b>	<b>55,203.64</b>	<b>(8,549.93)</b>	<b>212,799.32</b>	<b>266,009.38</b>	<b>(53,210.06)</b>
<b>EXPENSES</b>						
REGULAR SALARIES	23,031.71	26,481.06	(3,449.35)	124,799.46	127,149.71	(2,350.25)
BOT BOARD MEETINGS	897.95	300.00	597.95	4,848.93	2,700.00	2,148.93
BOT CONFERENCES	0.00	0.00	0.00	2,537.29	1,588.00	949.29
BOT TRAVEL & EXPENSES	0.00	0.00	0.00	2,422.07	2,811.23	(389.16)
RETIREMENT/PENSION	0.00	3,816.58	(3,816.58)	5,292.42	7,977.25	(2,684.83)
FICA	1,473.83	1,650.62	(176.79)	7,984.28	7,996.75	(12.47)
MEDICARE	344.68	386.04	(41.36)	1,867.28	1,870.22	(2.94)
EMPLOYEE GROUP INSURANCE	6,669.14	6,021.14	648.00	33,504.49	28,941.83	4,562.66
UNEMPLOYMENT INSURANCE	55.67	14.40	41.27	300.62	465.60	(164.98)
WORKERS COMP INSURANCE	609.98	733.81	(123.83)	2,004.69	3,494.82	(1,490.13)
ELECTRICITY	0.00	5,838.56	(5,838.56)	16,904.08	25,977.92	(9,073.84)
TELEPHONE	606.61	592.12	14.49	2,771.60	2,739.38	32.22
WATER	2,240.61	2,439.34	(198.73)	16,529.36	16,813.27	(283.91)
COMMUNITY OUTREACH	320.00	470.00	(150.00)	550.00	520.00	30.00
VISA-MASTER CHG FEES	837.00	809.01	27.99	2,694.56	3,065.11	(370.55)
COUNTY SERVICE CHARGE	96.18	0.00	96.18	431.34	59.60	371.74
EDUCATION	0.00	0.00	0.00	0.00	424.49	(424.49)
GENERAL INSURANCE	1,203.32	1,194.52	8.80	6,010.67	5,972.60	38.07
LEGAL	0.00	714.00	(714.00)	0.00	714.00	(714.00)
LOT REPURCHASE	0.00	600.00	(600.00)	1,465.00	2,020.00	(555.00)
OFFICE EXPENSE	2,594.60	1,807.80	786.80	7,082.36	7,992.40	(910.04)
TRAVEL & CONVENTION	0.00	1,598.29	(1,598.29)	5,656.62	4,677.88	978.74
AUDIT	0.00	3,000.00	(3,000.00)	0.00	10,500.00	(10,500.00)
ADVERTISING/PUBLICITY	485.95	185.85	300.10	4,161.30	2,096.38	2,064.92
MEMBERSHIP & DUES	200.00	200.00	0.00	1,234.03	1,109.89	124.14
AUTO TRUCK EXPENSE	93.55	192.02	(98.47)	283.63	192.02	91.61
EQUIPMENT REPAIRS	0.00	0.00	0.00	0.00	268.86	(268.86)
IRRIGATION SYSTEM REPAIRS	0.00	878.44	(878.44)	1,044.63	2,290.05	(1,245.42)
FERTILIZER AND SEED	0.00	7,194.00	(7,194.00)	6,867.00	7,194.00	(327.00)
GASOLINE, OIL, TIRES	0.00	1,843.64	(1,843.64)	1,961.44	2,287.13	(325.69)
PLANT & BUILDING	2,035.24	1,671.18	364.06	9,895.19	15,903.23	(6,008.04)
TOOLS & SUPPLIES	56.01	0.00	56.01	303.30	412.04	(108.74)
GRAVE LINERS & VAULTS	1,090.00	3,461.00	(2,371.00)	7,685.57	13,161.01	(5,475.44)
GRAVE VASES	667.93	353.01	314.92	1,021.71	1,740.93	(719.22)
CONTRACT TREE/GARDEN MAINTNCE	19,748.00	14,363.75	5,384.25	78,886.15	57,905.15	20,981.00
CONTRACT BURIALS	0.00	2,100.00	(2,100.00)	1,044.00	4,200.00	(3,156.00)
SECURITY CAMERA EXPENSE	0.00	179.85	(179.85)	731.85	1,187.70	(455.85)
DMP GROUNDS SECURITY	725.00	725.00	0.00	3,625.00	3,625.00	0.00
<b>TOTAL EXPENSES</b>	<b>(66,082.96)</b>	<b>(91,815.03)</b>	<b>25,732.07</b>	<b>(364,401.92)</b>	<b>(380,045.45)</b>	<b>15,643.53</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>(19,429.25)</b>	<b>(36,611.39)</b>	<b>17,182.14</b>	<b>(151,602.60)</b>	<b>(114,036.07)</b>	<b>(37,566.53)</b>
<b>OTHER INCOME &amp; EXPENSE</b>						
RESERVES TRANSFERRED IN	0.00	0.00	0.00	(40,560.00)	0.00	(40,560.00)
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(40,560.00)</b>	<b>0.00</b>	<b>(40,560.00)</b>
<b>NET INCOME (LOSS)</b>	<b>(19,429.25)</b>	<b>(36,611.39)</b>	<b>17,182.14</b>	<b>(111,042.60)</b>	<b>(114,036.07)</b>	<b>2,993.47</b>

**PALM SPRINGS CEMETERY DIST**  
**ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND**  
**FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2016**

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
<b>REVENUE</b>						
OPEN AND CLOSE	17,945.00	25,632.50	(7,687.50)	87,900.00	307,590.00	(219,690.00)
MISC SPECIAL SET-UP	425.00	125.00	300.00	950.00	1,500.00	(550.00)
RETURNED CHECK BANK CHARGE	0.00	4.17	(4.17)	0.00	50.00	(50.00)
INTEREST RECEIVED	0.27	1.25	(0.98)	8.14	15.00	(6.86)
LAND LEASE	5,137.36	5,162.67	(25.31)	25,686.80	61,952.00	(36,265.20)
CREDIT CARD CONVEN FEE	450.00	508.34	(58.34)	1,619.64	6,100.00	(4,480.36)
SAT INTERMENT SURCHARGE	3,325.00	1,227.09	2,097.91	7,975.00	14,725.00	(6,750.00)
SUN INTERMENT SURCHARGE	0.00	1,006.25	(1,006.25)	0.00	12,075.00	(12,075.00)
WITNESS GRAVE CLOSING	800.00	937.50	(137.50)	3,050.00	11,250.00	(8,200.00)
TAX COLLECTIONS	97.58	24,045.34	(23,947.76)	5,919.84	288,544.00	(282,624.16)
VAULTS	1,510.00	1,531.25	(21.25)	5,290.00	18,375.00	(13,085.00)
EX LG CREMATION VAULTS	270.00	0.00	270.00	1,265.00	0.00	1,265.00
LINERS	1,050.00	1,677.92	(627.92)	4,930.00	20,135.00	(15,205.00)
GRAVE VASES	628.50	816.75	(188.25)	2,567.00	9,801.00	(7,234.00)
MEMORIAL WALL INCOME	0.00	16.67	(16.67)	0.00	200.00	(200.00)
ENR SURCHARGE	3,105.00	3,662.09	(557.09)	14,780.00	43,945.00	(29,165.00)
LOT TRANSFERS	400.00	283.34	116.66	1,240.00	3,400.00	(2,160.00)
COUNTY INTEREST INCOME	0.00	13.09	(13.09)	97.90	157.00	(59.10)
HANDLING FEE	6,265.00	8,218.34	(1,953.34)	28,245.00	98,620.00	(70,375.00)
PRENEED CONTRACT SERVICE CHG	800.00	858.34	(58.34)	3,100.00	10,300.00	(7,200.00)
VASE/HDSTN SET & CLEAN	4,445.00	3,761.67	683.33	18,175.00	45,140.00	(26,965.00)
NICHE SHUTTER CLEAN-REPAINT	0.00	8.34	(8.34)	0.00	100.00	(100.00)
<b>TOTAL REVENUE</b>	<b>46,653.71</b>	<b>79,497.91</b>	<b>(32,844.20)</b>	<b>212,799.32</b>	<b>953,974.00</b>	<b>(741,174.68)</b>
<b>EXPENSES</b>						
REGULAR SALARIES	23,031.71	25,761.75	(2,730.04)	124,799.46	309,141.00	(184,341.54)
BOT BOARD MEETINGS	897.95	1,122.42	(224.47)	4,848.93	13,469.00	(8,620.07)
BOT CONFERENCES	0.00	291.67	(291.67)	2,537.29	3,500.00	(962.71)
BOT TRAVEL & EXPENSES	0.00	333.34	(333.34)	2,422.07	4,000.00	(1,577.93)
TEMPORARY HELP	0.00	333.34	(333.34)	0.00	4,000.00	(4,000.00)
RETIREMENT/PENSION	0.00	1,722.92	(1,722.92)	5,292.42	20,675.00	(15,382.58)
FICA	1,473.83	1,646.34	(172.51)	7,984.28	19,756.00	(11,771.72)
MEDICARE	344.68	347.75	(3.07)	1,867.28	4,173.00	(2,305.72)
EMPLOYEE GROUP INSURANCE	6,669.14	6,225.50	443.64	33,504.49	74,706.00	(41,201.51)
UNEMPLOYMENT INSURANCE	55.67	282.92	(227.25)	300.62	3,395.00	(3,094.38)
WORKERS COMP INSURANCE	609.98	729.34	(119.36)	2,004.69	8,752.00	(6,747.31)
ELECTRICITY	0.00	5,532.09	(5,532.09)	16,904.08	66,385.00	(49,480.92)
TELEPHONE	606.61	591.67	14.94	2,771.60	7,100.00	(4,328.40)
WATER	2,240.61	3,079.42	(838.81)	16,529.36	36,953.00	(20,423.64)
COMMUNITY OUTREACH	320.00	250.00	70.00	550.00	3,000.00	(2,450.00)
VISA-MASTER CHG FEES	837.00	633.34	203.66	2,694.56	7,600.00	(4,905.44)
RETURNED CHECK	0.00	4.17	(4.17)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	96.18	25.00	71.18	431.34	300.00	131.34
EDUCATION	0.00	50.00	(50.00)	0.00	600.00	(600.00)
GENERAL INSURANCE	1,203.32	1,239.59	(36.27)	6,010.67	14,875.00	(8,864.33)
LEGAL	0.00	291.67	(291.67)	0.00	3,500.00	(3,500.00)
LOT REPURCHASE	0.00	500.00	(500.00)	1,465.00	6,000.00	(4,535.00)
OFFICE EXPENSE	2,594.60	1,333.34	1,261.26	7,082.36	16,000.00	(8,917.64)
TRAVEL & CONVENTION	0.00	916.67	(916.67)	5,656.62	11,000.00	(5,343.38)
UNIFORMS & SAFETY EQUIPMENT	0.00	58.34	(58.34)	0.00	700.00	(700.00)
MTG EXP & SUPPLIES	0.00	25.00	(25.00)	0.00	300.00	(300.00)
CONTRIBUTIONS	0.00	41.67	(41.67)	0.00	500.00	(500.00)
AUDIT	0.00	1,083.34	(1,083.34)	0.00	13,000.00	(13,000.00)
ADVERTISING/PUBLICITY	485.95	833.34	(347.39)	4,161.30	10,000.00	(5,838.70)
MEMBERSHIP & DUES	200.00	383.34	(183.34)	1,234.03	4,600.00	(3,365.97)
AUTO TRUCK EXPENSE	93.55	291.67	(198.12)	283.63	3,500.00	(3,216.37)
LARGE EQUIPMENT REPAIRS	0.00	166.67	(166.67)	0.00	2,000.00	(2,000.00)
EQUIPMENT REPAIRS	0.00	41.67	(41.67)	0.00	500.00	(500.00)
IRRIGATION SYSTEM REPAIRS	0.00	833.34	(833.34)	1,044.63	10,000.00	(8,955.37)
FERTILIZER AND SEED	0.00	875.00	(875.00)	6,867.00	10,500.00	(3,633.00)
GASOLINE, OIL, TIRES	0.00	458.34	(458.34)	1,961.44	5,500.00	(3,538.56)
PLANT & BUILDING	2,035.24	1,666.67	368.57	9,895.19	20,000.00	(10,104.81)
ROAD MAINTENANCE	0.00	166.67	(166.67)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	56.01	100.00	(43.99)	303.30	1,200.00	(896.70)
GRAVE LINERS & VAULTS	1,090.00	2,915.59	(1,825.59)	7,685.57	34,987.00	(27,301.43)
GRAVE VASES	667.93	423.00	244.93	1,021.71	5,076.00	(4,054.29)
CONTRACT TREE/GARDEN MAINTNCE	19,748.00	19,748.00	0.00	78,886.15	236,976.00	(158,089.85)
CONTRACT BURIALS	0.00	895.84	(895.84)	1,044.00	10,750.00	(9,706.00)
SECURITY CAMERA EXPENSE	0.00	212.50	(212.50)	731.85	2,550.00	(1,818.15)
DMP GROUNDS SECURITY	725.00	675.00	50.00	3,625.00	8,100.00	(4,475.00)
<b>TOTAL EXPENSES</b>	<b>66,082.96</b>	<b>85,139.24</b>	<b>(19,056.28)</b>	<b>364,401.92</b>	<b>1,021,669.00</b>	<b>(657,267.08)</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>(19,429.25)</b>	<b>(5,641.33)</b>	<b>(13,787.92)</b>	<b>(151,602.60)</b>	<b>(67,695.00)</b>	<b>(83,907.60)</b>
<b>OTHER INCOME &amp; EXPENSE</b>						
RESERVES TRANSFERRED IN	0.00	5,641.33	(5,641.33)	40,560.00	67,695.00	(27,135.00)
<b>TOTAL OTHER INCOME &amp; EXPENSES</b>	<b>0.00</b>	<b>(5,641.33)</b>	<b>5,641.33</b>	<b>(40,560.00)</b>	<b>(67,695.00)</b>	<b>27,135.00</b>
<b>NET INCOME (LOSS)</b>	<b>(19,429.25)</b>	<b>0.00</b>	<b>(19,429.25)</b>	<b>(111,042.60)</b>	<b>0.00</b>	<b>(111,042.60)</b>

ANNUAL BUDGET INCOME STATEMENT

GENERAL FUND NOVEMBER 30, 2016



**ACCUMULATIVE CAPITAL OUTLAY FUND  
TRIAL BALANCE  
AS OF NOVEMBER 30, 2016**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>CURRENT ASSETS:</b>			
002343	CASH ON DEPOSIT -COUNTY	18,466.97	
003343	ASSET REPLCE RSRVE-LAND/BLD/ETC	383,910.22	
004343	ASSET PURCHASE HOLDING ACCOUNT	391,313.62	
006343	CASH - INTEREST/DIVIDENDS	567,165.70	
007343	INVESTED FUNDS - PSCD	222,563.48	
018343	UNREALIZED G/L ON SECURITIES		148,606.02
	<b>CURRENT ASSETS:</b>	<b>1,583,419.99</b>	<b>(148,606.02)</b>
<b>FIXED ASSETS:</b>			
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	123,910.13	
015343	LAND & IMPROVEMENTS	1,881,949.16	
016343	WATER SYSTEMS	945,716.51	
131343	ACCUMULATED DEPRECIATION		2,536,090.60
	<b>FIXED ASSETS:</b>	<b>5,000,293.15</b>	<b>(2,536,090.60)</b>
<b>OTHER ASSETS:</b>			
	<b>OTHER ASSETS:</b>	<b>0.00</b>	<b>0.00</b>
<b>CURRENT LIABILITIES:</b>			
	<b>CURRENT LIABILITIES:</b>	<b>0.00</b>	<b>0.00</b>
<b>RETAINED EARNINGS:</b>			
141343	RETAINED EARNINGS		3,865,082.32
	<b>RETAINED EARNINGS:</b>	<b>0.00</b>	<b>(3,865,082.32)</b>
<b>REVENUE:</b>			
201343	BURIAL RIGHT SALES		72,295.00
203343	CURRENT INTEREST & DIVIDENDS		4,474.65
213343	COUNTY INTEREST INCOME		809.34
230343	GAIN/INVEST FAIR VALUE INCREAS	6,013.49	
500343	REVENUE TRANSFERRED IN		4,225.00
	<b>REVENUE:</b>	<b>6,013.49</b>	<b>(81,803.99)</b>
<b>EXPENSES:</b>			
310343	INVESTMENT ADVISOR FEES	1,293.92	
311343	COUNTY SERVICE CHARGE	2.38	
510343	REVENUE TRANSFER OUT	40,560.00	
	<b>EXPENSES:</b>	<b>41,856.30</b>	<b>0.00</b>
	<b>REPORT TOTALS</b>	<b>6,631,582.93</b>	<b>(6,631,582.93)</b>

**ACCUMULATIVE CAPITAL OUTLAY  
BALANCE SHEET  
NOVEMBER 30, 2016**

**ASSETS**

**CURRENT ASSETS**

CASH ON DEPOSIT -COUNTY	18,466.97
ASSET RPLCE RSRVE-LAND/BLD/ETC	383,910.22
ASSET PURCHASE HOLDING ACCOUNT	391,313.62
CASH - INTEREST/DIVIDENDS	567,165.70
INVESTED FUNDS - PSCD	222,563.48
UNREALIZED G/L ON SECURITIES	(148,606.02)

**TOTAL CURRENT ASSETS** **1,434,813.97**

**FIXED ASSETS**

AUTO	63,482.63
LARGE EQUIPMENT	120,901.08
BUILDINGS	1,810,006.10
EQUIPMENT	54,327.54
FURNITURE & FIXTURES	123,910.13
LAND & IMPROVEMENTS	1,881,949.16
WATER SYSTEMS	945,716.51
ACCUMULATED DEPRECIATION	(2,536,090.60)

**TOTAL NET FIXED ASSETS** **2,464,202.55**

**OTHER ASSETS**

**TOTAL OTHER ASSETS** **0.00**

**TOTAL ASSETS** **3,899,016.52**

**LIABILITIES AND EQUITY**

**LIABILITIES**

**TOTAL LIABILITIES** **0.00**

**RETAINED EARNINGS**

RETAINED EARNINGS	3,865,082.32
NET INCOME	33,934.20

**TOTAL RETAINED EARNINGS** **3,899,016.52**

**TOTAL LIABILITIES AND EQUITY** **3,899,016.52**

**ACCUMULATIVE CAPITAL OUTLAY  
INCOME STATEMENT  
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2016**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
BURIAL RIGHT SALES	9,360.00	18,800.00	(9,440.00)	72,295.00	80,250.00	(7,955.00)
CURRENT INTEREST & DIVIDENDS	2,041.81	954.34	1,087.47	4,474.65	3,326.95	1,147.70
COUNTY INTEREST INCOME	0.00	0.00	0.00	809.34	286.86	522.48
GAIN/INVEST FAIR VALUE INCREAS	(4,699.42)	447.40	(5,146.82)	(6,013.49)	(1,275.34)	(4,738.15)
<b>TOTAL REVENUE</b>	<b>6,702.39</b>	<b>20,201.74</b>	<b>(13,499.35)</b>	<b>71,565.50</b>	<b>82,588.47</b>	<b>(11,022.97)</b>
	<b>6,702.39</b>	<b>20,201.74</b>	<b>(13,499.35)</b>	<b>71,565.50</b>	<b>82,588.47</b>	<b>(11,022.97)</b>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	1,282.40	0.00	1,282.40	1,293.92	0.00	1,293.92
COUNTY SERVICE CHARGE	0.00	0.00	0.00	2.38	(12.84)	15.22
<b>TOTAL EXPENSES</b>	<b>(1,282.40)</b>	<b>0.00</b>	<b>(1,282.40)</b>	<b>(1,296.30)</b>	<b>12.84</b>	<b>(1,309.14)</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>5,419.99</b>	<b>20,201.74</b>	<b>(14,781.75)</b>	<b>70,269.20</b>	<b>82,601.31</b>	<b>(12,332.11)</b>
<b>OTHER INCOME &amp; EXPENSE</b>						
REVENUE TRANSFERRED IN	0.00	0.00	0.00	(4,225.00)	(6,350.00)	2,125.00
REVENUE TRANSFER OUT	0.00	0.00	0.00	40,560.00	0.00	40,560.00
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>36,335.00</b>	<b>(6,350.00)</b>	<b>42,685.00</b>
<b>NET INCOME (LOSS)</b>	<b>5,419.99</b>	<b>20,201.74</b>	<b>(14,781.75)</b>	<b>33,934.20</b>	<b>88,951.31</b>	<b>(55,017.11)</b>

**ENDOWMENT CARE FUND  
TRIAL BALANCE  
AS OF NOVEMBER 30, 2016**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>ASSETS:</b>			
002342	CASH ON DEPOSIT - COUNTY	1,027,200.28	
003-342	INTEREST ON DEPOSIT-COUNTY	129,733.51	
006342	CASH - INTEREST/DIVIDENDS	1,284,270.71	
007342	INVESTED FUNDS - PSCD	3,152,495.45	
018342	UNREALIZED G/L ON SECURITIES		177,228.89
	<b>ASSETS:</b>	<b>5,593,699.95</b>	<b>(177,228.89)</b>
<b>RETAINED EARNINGS:</b>			
141342	RETAINED EARNINGS- ENDOWMENT		4,945,882.27
142342	ACCRUED INTEREST & DIVIDENDS		428,240.45
143342	REALIZED INVESTMENT GAIN/LOSS		18,405.00
	<b>RETAINED EARNINGS:</b>	<b>0.00</b>	<b>(5,392,527.72)</b>
<b>REVENUE:</b>			
200342	WMC ENDOWMENT CARE		970.00
201342	ENDOWMENT CARE DEPOSITS		56,755.30
203342	CURRENT INTEREST & DIVIDENDS		15,588.43
213342	COUNTY INTEREST INCOME		1,637.93
230342	GAIN/INVEST FAIR VALUE INCREAS	42,149.26	
	<b>REVENUE:</b>	<b>42,149.26</b>	<b>(74,951.66)</b>
<b>EXPENSES:</b>			
310342	INVESTMENT ADVISOR FEES	8,859.06	
	<b>EXPENSES</b>	<b>8,859.06</b>	<b>0.00</b>
	<b>REPORT TOTALS</b>	<b>5,644,708.27</b>	<b>(5,644,708.27)</b>

**ENDOWMENT CARE FUND  
BALANCE SHEET  
NOVEMBER 30, 2016**

**ASSETS**

**ASSETS**

CASH ON DEPOSIT - COUNTY	1,027,200.28
INTEREST ON DEPOSIT-COUNTY	129,733.51
CASH - INTEREST/DIVIDENDS	1,284,270.71
INVESTED FUNDS - PSCD	3,152,495.45
UNREALIZED G/L ON SECURITIES	(177,228.89)

**TOTAL ASSETS**

5,416,471.06

**LIABILITIES AND FUND EQUITY**

**LIABILITIES**

**TOTAL LIABILITIES**

0.00

**RETAINED EARNINGS**

RETAINED EARNINGS- ENDOWMENT	4,945,882.27
ACCRUED INTEREST & DIVIDENDS	428,240.45
REALIZED INVESTMENT GAIN/LOSS	18,405.00
NET INCOME	23,943.34

**TOTAL RETAINED EARNINGS**

5,416,471.06

**TOTAL LIABILITIES AND FUND EQUITY**

5,416,471.06

**ENDOWMENT CARE FUND  
INCOME STATEMENT  
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2016**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
WMC ENDOWMENT CARE	0.00	0.00	0.00	970.00	250.00	720.00
ENDOWMENT CARE DEPOSITS	10,450.95	17,664.17	(7,213.22)	56,755.30	67,676.38	(10,921.08)
CURRENT INTEREST & DIVIDENDS	8,029.00	9,071.63	(1,042.63)	15,588.43	18,954.74	(3,366.31)
COUNTY INTEREST INCOME	0.00	0.00	0.00	1,637.93	682.95	954.98
GAIN/INVEST FAIR VALUE INCREAS	(16,877.87)	(1,450.11)	(15,427.76)	(42,149.26)	(856.58)	(41,292.68)
<b>TOTAL REVENUE</b>	<b>1,602.08</b>	<b>25,285.69</b>	<b>(23,683.61)</b>	<b>32,802.40</b>	<b>86,707.49</b>	<b>(53,905.09)</b>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	8,837.11	0.00	8,837.11	8,859.06	0.00	8,859.06
<b>TOTAL EXPENSES</b>	<b>8,837.11</b>	<b>0.00</b>	<b>8,837.11</b>	<b>8,859.06</b>	<b>0.00</b>	<b>8,859.06</b>
<b>NET INCOME (LOSS)</b>	<b>(7,235.03)</b>	<b>25,285.69</b>	<b>(32,520.72)</b>	<b>23,943.34</b>	<b>86,707.49</b>	<b>(62,764.15)</b>

**PRENEED FUND  
TRIAL BALANCE  
AS OF NOVEMBER 30, 2016**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>CURRENT ASSETS:</b>			
002392	CASH ON DEPOSIT- COUNTY	651,037.32	
006392	CASH -INTEREST/DIVIDENDS	428,135.22	
007392	INVESTED FUNDS -PSCD	724,220.75	
018392	UNREALIZED G/L - SECURITIES		145,166.88
034392	CONTRACTS RECEIVABLE	85,766.03	
	<b>CURRENT ASSETS:</b>	<b>1,889,159.32</b>	<b>(145,166.88)</b>
<b>LIABILITIES:</b>			
101392	DEFERRED REVENUE PAYABLE		823,976.96
	<b>LIABILITIES:</b>	<b>0.00</b>	<b>(823,976.96)</b>
<b>RETAINED EARNINGS:</b>			
141392	RETAINED EARNINGS		648,260.49
142392	ACCRUED INTEREST & DIVIDENDS		168,973.88
	<b>RETAINED EARNINGS:</b>	<b>0.00</b>	<b>(817,234.37)</b>
<b>REVENUE:</b>			
201392	CURRENT SALES		49,355.50
202392	CURRENT DEFERRED REVENUE		56,471.31
203392	CURRENT INTEREST & DIVIDENDS		4,689.62
213392	COUNTY INTEREST INCOME		847.87
230392	GAIN/INVEST FAIR VALUE INCREAS	25.43	
	<b>REVENUE:</b>	<b>25.43</b>	<b>(111,364.30)</b>
<b>EXPENSES:</b>			
310392	INVESTMENT FEES	2,006.03	
311392	COUNTY SERVICE CHARGES	0.34	
320392	LOSS ON TRANSFER (INTER COSTS)	2,326.39	
335392	SALES TRANSFR OUT (PRIOR YR)	4,225.00	
	<b>EXPENSES:</b>	<b>8,557.76</b>	<b>0.00</b>
	<b>REPORT TOTALS</b>	<b>1,897,742.51</b>	<b>(1,897,742.51)</b>

**PRENEED FUND  
BALANCE SHEET  
NOVEMBER 30, 2016**

**ASSETS**

**ASSETS**

CASH ON DEPOSIT- COUNTY	651,037.32	
CASH -INTEREST/DIVIDENDS	428,135.22	
INVESTED FUNDS -PSCD	724,220.75	
UNREALIZED G/L - SECURITIES	(145,166.88)	
CONTRACTS RECEIVABLE	85,766.03	

**TOTAL ASSETS**

**1,743,992.44**

**LIABILITIES AND EQUITY**

**LIABILITIES**

DEFERRED REVENUE PAYABLE	823,976.96	
<b>TOTAL LIABILITIES</b>		<u><b>823,976.96</b></u>

**RETAINED EARNINGS**

RETAINED EARNINGS	648,260.49	
ACCRUED INTEREST & DIVIDENDS	168,973.88	
NET INCOME	102,781.11	

**TOTAL RETAINED EARNINGS**

**920,015.48**

**TOTAL LIABILITIES AND EQUITY**

**1,743,992.44**



**PRENEED FUND  
INCOME STATEMENT  
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2016**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
CURRENT SALES	8,353.09	13,098.38	(4,745.29)	49,355.50	41,141.83	8,213.67
CURRENT DEFERRED REVENUE	6,089.59	18,032.29	(11,942.70)	56,471.31	39,488.17	16,983.14
CURRENT INTEREST & DIVIDENDS	2,427.20	5,911.67	(3,484.47)	4,689.62	17,004.97	(12,315.35)
COUNTY INTEREST INCOME	0.00	0.00	0.00	847.87	209.60	638.27
GAIN/INVEST FAIR VALUE INCREAS	(8,684.99)	(5,636.07)	(3,048.92)	(25.43)	(15,186.45)	15,161.02
<b>TOTAL REVENUE</b>	<b>8,184.89</b>	<b>31,406.27</b>	<b>(23,221.38)</b>	<b>111,338.87</b>	<b>82,658.12</b>	<b>28,680.75</b>
<b>EXPENSES</b>						
INVESTMENT FEES	2,013.01	0.00	2,013.01	2,006.03	142.42	1,863.61
COUNTY SERVICE CHARGES	0.00	99.52	(99.52)	0.34	298.56	(298.22)
LOSS ON TRANSFER (INTER COSTS)	0.00	0.00	0.00	2,326.39	489.05	1,837.34
SALES TRANSFR OUT (PRIOR YR)	0.00	0.00	0.00	4,225.00	6,350.00	(2,125.00)
<b>TOTAL EXPENSES</b>	<b>2,013.01</b>	<b>99.52</b>	<b>1,913.49</b>	<b>8,557.76</b>	<b>7,280.03</b>	<b>1,277.73</b>
<b>NET INCOME (LOSS)</b>	<b>6,171.88</b>	<b>31,306.75</b>	<b>(25,134.87)</b>	<b>102,781.11</b>	<b>75,378.09</b>	<b>27,403.02</b>

# California Association of Public Cemeteries



59th  
Annual Conference

February 23-25, 2017

Embassy Suites Mandalay Bay  
2101 Mandalay Beach Rd.  
Oxnard, CA 93035

## Special Events:

Thursday, February 23, 2017:

- **CAPC Annual Golf Tournament:** Sterling Hills Golf Club
- **Hospitality:** Don't miss the Thursday evening hospitality from 5:30 - 7:00 p.m. Co-Sponsored by CAPC, Participating Districts and Exhibitors. There will be a tempting variety of hors d'oeuvres, and fellowship with other cemeterians from districts throughout the state.
- Districts and Exhibitors are encouraged to help make this another successful event. All co-sponsors funds collected will be used for the Thursday evening hospitality.
- **Recognition for Hospitality Co-Sponsors:**

- \$ 50.00 to \$ 99.00 Silver
- \$ 100.00 to \$ 199.00 Gold
- Over \$ 199.00 Platinum

Friday, February 24, 2017:

*Join us Friday Evening*  
Dinner  
Karaoke

Door Prizes

Honorary Membership Awards

**Saturday, February 25, 2017:** Saturday evening will be our Annual Awards Dinner which will include announcing the selection of the Presidents' Awards, Trustee & Manager of the Year, Cemeterian of the Year and Ruben Siemens-Wayne Byington Memorial Award.

**"Donated Door Prizes  
are encouraged and appreciated"**

Drawings for door prizes donated by Districts and Exhibitors will be held at

Friday and Saturday evening events

**Conference Agenda**

**Thursday, February 23, 2017**

- 6:30-10:00 a.m. Cooked-to-Order breakfast for registered Hotel Guests
- 8:00 a.m. Exhibitor's set-up displays
- 8:00 a.m. **Annual Golf Tournament - Sterling Hills Golf Club**
- 3:00-5:00 p.m. Board of Directors Meeting—Observers Welcome
- 4:30-5:30 p.m. Registration Desk Open
- 5:30-7:00 p.m. **Hospitality in Exhibitor's Showroom**

**Friday, February 24, 2017**

- 6:30-10:00 a.m. Cooked-to-Order breakfast for registered Hotel Guests
- 7:15 a.m. Registration Desk Opens
- 8:00 a.m. Call To Order—Pledge of Allegiance  
Welcome/Program Introductions
- 8:15 a.m. Featured Cemetery - *Presented By: Sandi Miller, Selma Cemetery District*
- 8:30 a.m. Managers and Trustees Training, *Presented By: Dennis Shepard, North County Cemetery District and Carol Griese, San Jacinto Valley Cemetery District*
- 10:30 a.m. Break: Visit Exhibits
- 11:00 a.m. Managers and Trustee Training. *(continued)*
- 12:00 Noon Lunch: Exhibitors Introduction
- 1:20 p.m. Raffle drawing
- 1:30 p.m. AB1825 Harassment Prevention Training, *Presented By: Dennis Timoney, SDRMA*
- 3:30 p.m. Adjourn—Visit Exhibits—Cash Door Prize
- 6:00 p.m. Dinner/Karaoke/Door Prizes

**"Honorary Membership Awards"**

**Saturday, February 25, 2017**

- 6:30-10:00 a.m. Cooked-to-Order breakfast for registered Hotel Guests
- 7:15 a.m. Registration Desk Opens
- 8:00 a.m. Combined Discussion Session: Trustees/Managers/Secretaries
- 10:00 a.m. Break: Visit Exhibits
- 10:45 a.m. Recap Discussion Session
- 11:00 a.m. Legislation Update, *Presented By: CSDA - TBD*
- 12:00 Noon Lunch
- 1:20 p.m. Raffle drawing
- 1:30 p.m. Annual Meeting - Board of Directors Election
- 2:30 p.m. Handling Employee Complaints, *Presented By: Bob Hunt, Hunt Jeppson & Griffin, LLP*
- 3:30 p.m. Adjourn "Grand Prize Drawing"
- 4:00 p.m. Board of Directors Meeting-Election of Officers
- 6:00 p.m. Annual Awards Dinner.
- "Presidents' Awards"
- "Manager of the Year" / "Trustee of the Year"
- "Ruben Siemens-Wayne Byington Memorial Award"
- "Cemetery of the Year"
- Door Prizes

**CONFERENCE LOCATION**  
**Embassy Suites Mandalay Bay**  
**2101 Mandalay Beach Rd.**  
**Oxnard, CA 93035**

Make your hotel reservations directly to the Embassy Suites Hotel. The hotel is charging CAPC guests \$184.34 (Tax included) single/double occupancy per night. \$218.06 (Tax included) limited number of Bay View rooms per night.

For Reservations call the hotel directly at (805) 984-2500 and mention you are with the CAPC.

The hotel is holding a block of rooms for us until Friday, January 20, 2017.

For additional information call the CAPC office at (951) 925-1111 or toll free (888) 344-9858. Hotel check-in time is 4:00 p.m. and check-out time is 11:00 a.m.

Hotel room rate includes cooked-to-order breakfast each day for hotel guests. Served at the Coastal Grill 6:30 am - 10:00 am.

Hotel wireless internet service is available for \$9.95 per day which covers throughout the hotel.

Self Parking is \$10.00 per day and Valet Parking is \$20.00 per day.

Manager's Reception is held every evening from 5:30 pm to 7:30 pm at the Coastal Grill.

**MAKE YOUR HOTEL RESERVATIONS**  
**TODAY**

**CALIFORNIA ASSOCIATION OF PUBLIC CEMETERIES**  
**59th ANNUAL CONFERENCE**  
 February 23-25, 2017  
**REGISTRATION**

Name \_\_\_\_\_ Position \_\_\_\_\_  
 Guest Name \_\_\_\_\_  
 District \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_

First time attendee at CAPC event, Yes \_\_\_\_\_ No \_\_\_\_\_  
 Please complete separate registration for each attendee and return with payment no later than Friday, January 20, 2017. Refunds will only be made on cancellations received in the CAPC office by January 20, 2017.

Member Registration Fee (For One Person): \$ 396.00  
 (Non-Member Registration Fee For One Person \$ 496.00)

Includes:

- Thursday Evening Hospitality
- Friday Lunch (Buffet)
- Friday Dinner (Buffet)
- Saturday Lunch (Buffet)
- Saturday Awards Dinner (Plated)  
 (Special Need: \_\_\_\_\_ Vegetarian Dinner)

Guest Friday Lunch @ \$45.00 each  
 Coconut Shrimp, Chicken & Pineapple Skewers, Kalua Pulled Pork, Huli Huli Chicken, Mixed Greens, Slaw, Jasmine Rice, Honey Glazed Carrots, Hawaiian Rolls, Coconut Bread Pudding

Guest Friday Dinner @ \$60.00 each  
 Strawberry Spinach Salad, Chicken w/ avocado cream sauce, Roasted Tri Tip, Mashed Potatoes, Season Vegetables, Strawberry Shortcake

Guest Saturday Lunch @ \$53.00 each  
 Warm Biscuits, Garden Salad, Bite Size Chicken Pot Pies, Sage Rub Pork Loin, Fried Chicken, Mashed Potatoes, Steam Green Beans, Cream Pies

Guest Saturday Awards Dinner @ \$72.00 each  
 (Special Need: \_\_\_\_\_ Vegetarian Dinner)  
 Caesar Salad, Pear & Goat Cheese Stuffed Pork Loin, Roasted Potatoes, Baby Carrots, Chocolate Bundt Cake

Hospitality Co-Sponsor (Optional)  
 \$ 50.00 to \$ 99.00 Silver  
 \$ 100.00 to \$ 199.00 Gold  
 \$ 200.00 and up Platinum

Total Enclosed: \$ \_\_\_\_\_  
 Send completed registration and check to:

California Association of Public Cemeteries Phone: 951-925-1111  
 P.O. Box 111 Toll Free (CA): 888-544-9858  
 San Jacinto, CA 92581 Fax: 951-652-3643

Registration funds for cancellations received after January 20, 2017.  
 All registrations from CAPC member districts are being accepted until January 20, 2017 for Scholarships to attend the conference. Contact CAPC.

**CAPC CONFERENCE HIGHLIGHTS**

**Who should attend:** Trustees, Managers, Secretaries and employees interested in increasing their knowledge of public cemetery district governance, operation and administration.

**Featuring:**

- **Managers and Trustees Training:** Trustees, do you know what your managers need to do on a day to day basis? Managers do you know what is required of your Trustees. Understanding your role as either a Trustee or a General Manager will strengthen your districts ability to work as a team. Items to be covered include: Roles of Board/Staff/GM; Liabilities of the Trustee; Current Regulations; Changes to the Brown Act; HR Issues; Reserve Accounts; Intergovernmental Issues. Dennis Shepard from North County Cemetery District and Carol Griese from San Jacinto Valley Cemetery District will facilitate.
- **Harassment Prevention Training:** Dennis Timoney, from SDRMA brings current harassment information essential for meeting Federal and State laws.
- **Handling Employee Complaints:** Bob Hunt, from Hunt Jeppson & Griffin, LLP will be sharing a wide variety of information with us on this topic.

• **State Legislation:** Hear the up-to-date legislative information that affects public cemetery districts.

• **Problem Solving:** Trustees, Managers/Secretaries combined breakout session will provide the opportunity to share information and ask questions about problems that are common to other districts.

- To ensure your problem will be addressed, submit your problem/question in advance with the attached Registration.

• **Exhibitors of Cemetery:** Equipment, supplies, computer programs, liability/property & workers' compensation insurance and much more.

• **Door Prizes:** Traditionally, Districts bring door prizes that are common to their area of the state. These are distributed to attendees at the evening events.

• **Grand Door Prize:** A drawing for the Grand Door Prize will be held at the end of the conference programs on Saturday afternoon. You have to be present to win.

**"AND MUCH MORE"**

**PALM SPRINGS CEMETERY DISTRICT**

**RESOLUTION 22-2016**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT, RIVERSIDE COUNTY, CALIFORNIA, REQUESTING TRANSFER OF FUNDS HELD IN THE PRENEED FUND TO THE GENERAL FUND AND THE ACCUMULATIVE CAPITAL OUTLAY FUND.**

**WHEREAS**, it has been determined by the Board of Trustees of the Palm Springs Cemetery District that said District now has on deposit with the Treasurer of Riverside County, funds in the Preneed Fund; now, therefore,

**BE IT RESOLVED**, by the Board of Trustees of the Palm Springs Cemetery District that \$15,052.85 of the funds in the PreNeed Fund, 51265 shall be transferred to the General Fund, 51270

**FURTHER RESOLVED**, the Board of Trustees of the Palm Springs Cemetery District that \$2,235.00 of the funds in PreNeed Fund, 51265, shall be transferred to the Accumulative Capital Fund, 51275.

**BE IT FURTHER RESOLVED** that these fund transfers are the result of interment costs and contract refunds incurred for the months of October 1, 2016 to November 30, 2016.

**BE IT FURTHER RESOLVED**, that the Manager of the District is hereby authorized and directed to forward a certified copy of this resolution to the Treasurer of Riverside County and to the Auditor- Controller of Riverside County.

**Section 1. CERTIFICATION**

The Secretary of the Board of Trustees shall certify to the passage and adoption of this Resolution, enter the same in the book for original Resolutions of the District, and make a minute of passage and adoption thereof in the records of the proceedings of the Board of Trustees, in the minutes of the meeting at which this Resolution is passed and adopted.

**APPROVED AND ADOPTED this 8th day of December 2016**, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jan Pye, Chairperson

ATTEST:

\_\_\_\_\_  
William Kleindienst, Secretary