

**PALM SPRINGS CEMETERY DISTRICT**

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

**Thursday, February 9, 2017 at 2:00 p.m.**

31-705 Da Vall Drive, Cathedral City, California

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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].

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**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 12, 2017 Regular Meeting Minutes**

**b. Approval of January Expenditures**

General Fund		\$ 96,818.44
January Reimburse Voucher 1563	\$ 91,689.21	
Accumulative Capital Outlay		\$ .00
January Reimburse Voucher - None		

Total January 31, 2016 Expenditures Checks & Visa/Debit Card		
21187-21252 & Direct Deposits (Payroll)		\$ 96,818.44

**c. Financial Reports as of January 31, 2017 (F-1 thru F-15)**

**6. ADMINISTRATIVE CALENDAR**

- a. District Investment General Overview & Update – Neal Wilson, C & N Financial
- b. CAPC Local Cemeteries Area Meeting at Coachella Valley Cemetery District – March 16, 2017
- c. Ramon Road Entry/Exit Remodel – Update
- d. Desert Landscape Interment Site – Update

**7. LEGISLATIVE CALENDAR – None**

**8. BOARD DEVELOPMENT**

- a. CA Special District Fact Sheet – Local Values Are District Values

**9. PUBLIC HEARING CALENDAR – None**

**10. COMMITTEES**

**11. REPORTS**

- a. Trustees
- b. District Manager
  - 1. District Manager Activities
  - 2. Multi-Photo Headstones

**12. FUTURE AGENDA ITEMS**

- a. Discussion in 2018/2019 – 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 2:00 P.M., MONDAY, FEBRUARY 6, 2017**

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

**DATE:** January 12, 2017

**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 Pepper at 2:03 P.M.

**2. ROLL CALL**

Present: Lenny Pepper, Vice Chair  
Lynn Malotto, Treasurer  
Jane Alcumbrac, Member

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

Not Present: William Kleindienst, Secretary

Trustee Pepper stated that Trustee Pye informed him that due to work commitments she was unable to attend. Motion was made by Trustee Alcumbrac, seconded by Trustee Malotto to excuse Trustee Pye. Motion carried, vote 3-0 Alcumbrac, Malotto and Pepper. Trustee Kleindienst not present.

Excused: Jan Pye, Chair

District Manager Jurasky reported that she was in contact with Trustee Kleindienst, and that he is running late.

**3. PUBLIC COMMENTS** - None

**Attorney Quintanilla reported that an urgency item regarding potential litigation which came to the attention of the District Manager after the posting of the agenda item needs to be added.** Motion was made by Trustee Malotto, seconded by Trustee Alcumbrac to approve adding the urgency item to the agenda. Motion carried, vote 3-0 Alcumbrac, Malotto and Pepper. Trustee Kleindienst not present.

**4. CONFIRMATION OF AGENDA** Motion was made by Trustee Malotto, seconded by Trustee Alcumbrac to approve the Agenda as presented. Motion carried, vote 3-0 Alcumbrac, Malotto and Pepper. Trustee Kleindienst not present.

**5. CONSENT CALENDAR** Motion was made by Trustee Malotto, seconded by Trustee Alcumbrac to approve the Consent Calendar as presented. Motion carried, roll call 3-0 Alcumbrac, Malotto and Pepper. Trustee Kleindienst not present.

**6. ADMINISTRATIVE CALENDAR a. Rob Dennis and Christy Cooper, RT Dennis Accountancy – Annual Audit Report** Ms. Cooper discussed the new format of the presentation and explained the differences as compared to prior audits. Following a review of the annual audit report by Rob Dennis and Christy Cooper, and a discussion the report was received by the Board as presented and filed.

**6. ADMINISTRATIVE CALENDAR – Continued**

**b. District Investments General Overview & Update - Neal Wilson, C & N Financial** Neal Wilson discussed the bond rating which was mentioned in the audit report, and explained the rating process as it relates to the District investments. He reported that he has added approximately \$600,000.00 in short term FDIC insured CD's to the Endowment account, and Treasury investments that are easily traded. He stated that he will be looking for other government securities fund type for future investments. He said the investments are on a slow and steady increase, and his goal is to get all the District cash working to earn returns. Following a discussion the report was received by the Board as presented and filed.

**c. Ramon Road Entry/Exit Remodel - Update** Nothing to report.

**d. Desert Landscaping Interment Site – Update** Nothing to report.

**7. LEGISLATIVE** – None

**8. BOARD DEVELOPMENT** – None

**9. PUBLIC HEARING CALENDAR** – None

**10. COMMITTEES** – None

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

**b. District Manager Report**

**1. Solar Lights Acceptable - Report** District Manager Jurasky reported that she contacted the Cathedral City Fire Department regarding the use of solar lights on the cemetery grounds. She stated the fire department informed her they have no concerns with the safety of their use.

**2. March 18, 2017 – District Manager 20-Year Anniversary** District Manager Jurasky stated that March 18, 2017 will be her 20<sup>th</sup> year of employment with the District.

**3. District Manager Jurasky Activities** District Manager Jurasky presented the Board with a spreadsheet of her activities from December 13, 2016 – January 10, 2017. She reviewed the item listed and explained what took place at each event.

**Trustee Kleindienst arrived at 2:39 P.M.**

**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** – Safe Harbor language was read by Steven Quintanilla the District’s general legal counsel. Convened into Closed Session at 2:42 P.M.

a. Conference with Legal Counsel – Regarding Potential Initiation of Litigation Pursuant to Government Code Section 54956.9: (one case)

Returned to Open Session at 3:12 P.M.

**14. CLOSED SESSION ANNOUNCEMENTS** – No Reportable Action

**15. ADJOURNMENT** Meeting was adjourned until 1:30 P.M., Wednesday, January 18, 2017 by Trustee Pepper at 3:12 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, February 9, 2017.

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

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

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Jan 1, 2017 to Jan 31, 2017**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
1/3/17	21187	JAN 2017 PSCD Employee Health Insurance Expe JAN 2017 Employee Portion of Health Insurance P.E.R.S.	6,695.89 1,233.13	7,929.02
1/3/17	21188	JAN 2017 PSCD Employee Life Insurance STANDARD INSURANCE COMPANY RQ	62.40	62.40
1/3/17	21189	JAN 2017 PSCD Employee Dental Insurance Expe STANDARD INSURANCE COMPANY RB	416.80	416.80
1/3/17	21190	JAN 2017 PSCD Employee Vision Insurance Expe METLIFE- GROUP BENEFITS	62.60	62.60
1/3/17	21191	K Jurasky Extra Health Insurance For Payrolls 1 COLONIAL LIFE	203.78	203.78
1/3/17	21192	District Manager Cell Phone AT & T MOBILITY	93.00	93.00
1/3/17	21193	Ground Supervisor & Office Cell Phone Charges SPRINT	102.94	102.94
1/3/17	21194	Monthly Phone Charges FRONTIER COMMUNICATIONS	359.96	359.96
1/3/17	21195	WMC Water Usage DESERT WATER AGENCY	544.14	544.14
1/3/17	21196	Well Replenishment - Account 332245-850914 Admin Building -Account 559833-884768 Fire Protection - Account 559831-884770 Business - Account 180819-512108 COACHELLA VALLEY WATER DIST	3,104.08 197.64 75.90 16.96	3,394.58
1/3/17	21197	Wells # 2 WMC DaVall Gate Wells # 4 Admin Building Late Payment Charge SOUTHERN CALIF EDISON CO	728.76 25.65 35.29 2,061.41 555.79 38.55	3,445.45
1/3/17	21198	Trash Service Dec 2016 BURRTEC WASTE & RECYCLING SVCS	339.24	339.24
1/3/17	21199	PS Financials 11/01/2016 - 11/30/2016 Data VPN 11/01/2016 - 11/30/2016 RIVERSIDE COUNTY INFORMATION TECHN	111.96 9.10	121.06
1/3/17	21200	Janitorial Service - November 2016 Janitorial Service - December 2016 JAMILETH MOYA	250.00 250.00	500.00
1/3/17	21201	Water Cooler Lease - 12/16/16 - 01/15/17 Invoice I Copier Maintenance - 12/21/16 -01/20/17 Invoice I AIS	30.78 54.89	85.67
1/11/17	21202	Office - Service Period 01/01/2017-01/31/2017 Inv	138.00	

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Jan 1, 2017 to Jan 31, 2017**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
		Well #2 - Service Period 01/01/2017-01/31/2107 In	138.00	
		Office - Service Period 02/01/2017-02/31/2017 Inv	138.00	
		Well #2 - Service Period 02/01/2017-02/31/2107 In	138.00	
		SKY RIVER COMMUNICATIONS INC		552.00
1/11/17	21203	K Jurasky - DEC 2016 PSCD Employee Retirement	725.16	
		K Jurasky - DEC 2016 Employee 403b Payable	1,846.16	
		OPPENHEIMER FUNDS SERVICES		2,571.32
1/11/17	21204	R Clark - DEC 2016 PSCD Employee Retirement	270.56	
		OPPENHEIMER FUNDS SERVICES		270.56
1/11/17	21205	S Vickrey - AUG-DEC 2016 PSCD Employee Retir	1,005.54	
		FRANKLIN - TEMPLETON		1,005.54
1/11/17	21206	J Reyna - DEC 2016 PSCD Employee Retirement	348.81	
		FRANKLIN - TEMPLETON		348.81
1/11/17	21207	S Brown - DEC 2016 PSCD Employee Retirement	239.95	
		FRANKLIN - TEMPLETON		239.95
1/11/17	21208	Saturday Burial - November 12, 2016 - Invoice #20	348.00	
		Saturday Burial - November 26, 2016 - Invoice #20	348.00	
		Saturday Burial - November 19, 2016 - Invoice #20	348.00	
		KIRKPATRICK LANDSCAPING SERVICES IN		1,044.00
1/11/17	21209	VOID**VOID**		
1/11/17	21210	Yellow Pages - Dec 2016	184.95	
		DEX MEDIA		184.95
1/11/17	21211	Security Patrol - 12-01 thur 12-31-16 Invoice 1612	725.00	
		Security Patrol - 01-01 thur 01-31-17 Invoice 1701	725.00	
		MAXWELL SECURITY SERVICES		1,450.00
1/11/17	21212	Bottled Water & Supplies - Invoice 06L003277737	61.75	
		READY REFRESH BY NESTLE		61.75
1/11/17	21213	12 Spartan Bronze Vases	336.00	
		8 White Cremation Vaults	434.00	
		Freight	47.36	
		ASCO PACIFIC, INC.		817.36
1/11/17	21214	(12) #5 Bell Liners	1,500.00	
		(8) #5 Rough Boxes (Vaults)	1,360.00	
		Delivery Fee	110.00	
		WHITED CEMETERY SERVICE		2,970.00
1/11/17	21215	Renewal for Fixed Asset Program 2001574814	421.00	
		SAGE SOFTWARE INC		421.00
1/11/17	21216	Sales Taxes 10/01/2016 - 12/31/2016	1,035.00	
		STATE BOARD OF EQUALIZATION		1,035.00
1/11/17	21217	K Jurasky - Membership Renewal	100.00	
		SAM'S CLUB		100.00

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Jan 1, 2017 to Jan 31, 2017**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
1/11/17	21218	Monthly Service for fountains - Dec 2016 Invoice Monthly Service for fountains - Nov 2016 Invoice ELOY'S POOL SERVICE & REPAIRS	40.00 40.00	80.00
1/11/17	21219	Courier Services - Invoice #3240829 Courier Services - Invoice #3231879 Courier Services - Invoice #3223928 GOLDEN STATE OVERNIGHT	13.92 27.84 40.91	82.67
1/11/17	21220	Monthly Bill for November WESTERN EXTERMINATOR	70.50	70.50
1/11/17	21221	2017 Membership Dues THOUSAND PALMS CHAMBER OF COMMER	175.00	175.00
1/11/17	21222	Irrigation Repair Supplies - Invoice 2560000 Leather Gloves EWING IRRIGATION PRODUCTS, INC	238.32 10.33	248.65
1/11/17	21223	Network Tech Services - Invoice 2016-146 KEVIN THOMPSON	762.50	762.50
1/11/17	21224	Bi-annual Flowers - Invoice 268967 CAMERON NURSERY, LLC	223.16	223.16
1/11/17	21225	Trash Service - Jan 2017 BURRTEC WASTE & RECYCLING SVCS	339.24	339.24
1/11/17	21226	Landscape Maintenance Service - Dec 2016 Invoic KIRKPATRICK LANDSCAPING SERVICES IN	19,748.00	19,748.00
1/11/17	21227	Repairs on Ranger - Dec 12, 2016 Invoice 427536 PALM SPRINGS MOTORS	446.35	446.35
1/11/17	21228	Web Hosting for 1st quarter, 2017 PALMER INTERNET	135.00	135.00
1/11/17	21229	Well Replenishment - COACHELLA VALLEY WATER DIST	1,872.88	1,872.88
1/11/17	21230	WMC Usage DESERT WATER AGENCY	271.96	271.96
1/11/17	21231	December Maintenance Service - Invoice 1612-026 SOUTH WEST PUMP & DRILLING	150.00	150.00
1/11/17	21232	Annual Conference Registration - J Pye - Feb 23-2 Annual Conference - Hospitality Sponsor Annual Conference - Registration - S Brown - Feb Annual Conference - Registration - K Jurasky - Fe Annual Conference - Golf Tournament Registratio CAPC	396.00 200.00 396.00 396.00 60.00	1,448.00
1/11/17	21233	Refund Prepaid Vault Handling Fee - Contract 14 DONNA OFFNER	44.27	44.27
1/11/17	21234	Refund Prepaid Vault Handling Fee - Contract 14 ELLSWORTH DONALD FINLAYSON	44.27	44.27



**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Jan 1, 2017 to Jan 31, 2017**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
1/11/17	21235	Lot Repurchase - Section B-32 # 246 (Rosella Kirk SHIRLEY GARRISON	450.00	450.00
1/11/17	21236	Legal Services Rendered 7/1/2016 to 7/31/2016 Legal Services Rendered 8/1/2016 to 8/31/2016 STEVEN B. QUINTANILLA, INC	770.00 1,624.00	2,394.00
1/31/17	21237	January Maintenance Service - Invoice # 1701-012 SOUTH WEST PUMP & DRILLING	150.00	150.00
1/31/17	21238	Monthly Bill for December 2016 - Invoice #476517 WESTERN EXTERMINATOR	70.50	70.50
1/31/17	21239	Yellow Pages - Jan 2017 DEX MEDIA	79.55	79.55
1/31/17	21240	Bottle Water & Other Supplies - Invoice 07A00327 READY REFRESH BY NESTLE	100.67	100.67
1/31/17	21241	180819-512108 Fire Protection 559831-884770 Admin Building 559833-884768 COACHELLA VALLEY WATER DIST	17.21 77.04 58.68	152.93
1/31/17	21242	CA Code Updates Billing Period 12/05/2016 - 01/0 THOMSON REUTERS - WEST	174.96	174.96
1/31/17	21243	Janitorial Service - January JAMILETH MOYA	250.00	250.00
1/31/17	21244	Monthly Phone Charges FRONTIER COMMUNICATIONS	499.38	499.38
1/31/17	21245	Prepaid Insurance - GMC Sierra Invoice # 55815 Prepaid Insurance - Chevrolet Silverado SPECIAL DISTRICT RISK MANAGEMENT AU	1,016.04 967.00	1,983.04
1/31/17	21246	(12) #5 Bell Liners-Invoice # IN029563 (5) #5 Vaults Delivery Fee WHITED CEMETERY SERVICE	1,500.00 850.00 110.00	2,460.00
1/31/17	21247	Well #2 WMC DaVall Gate Well #4 Admin Building Late Charges SOUTHERN CALIF EDISON CO	730.55 24.58 32.53 1,322.13 629.96 26.76	2,766.51
1/31/17	21248	S Brown - PSCD Employee Retirement Expense FRANKLIN - TEMPLETON	207.65	207.65
1/31/17	21249	S Vickrey - PSCD Employee Retirement Expense FRANKLIN - TEMPLETON	196.00	196.00
1/31/17	21250	J REYNA - PSCD Employee Retirement Expense	264.10	

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Jan 1, 2017 to Jan 31, 2017**

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
		<b>FRANKLIN - TEMPLETON</b>		264.10
1/31/17	21251	K Jurasky - PSCD Employee Retirement Expense K Jurasky - Employee 403b Payable OPPENHEIMER FUNDS SERVICES	483.44 1,846.16	2,329.60
1/31/17	21252	R Clark - PSCD Employee Retirement Expense OPPENHEIMER FUNDS SERVICES	220.36	220.36
1/27/17	DEBIT JR	USPS - 2 rolls of postage stamps COMPANY DEBIT CARD	98.00	98.00
1/10/17	DEBIT KJ	La Rue Bistro - Lunch with attorney Steve Quinta COMPANY DEBIT CARD	38.40	38.40
1/13/17	DEBIT KJ	Stater Bros - Paper plates for Office COMPANY DEBIT CARD	13.03	13.03
1/18/17	DEBIT KJ	Staples - Office Supplies COMPANY DEBIT CARD	220.15	220.15
1/6/17	EDD_TAX	SIT P/R 12/22/2016 to 01/04/2017 Paid 01/06/2017 SDI P/R 12/22/2016 to 01/04/2017 Paid 01/06/2017 EMPLOYMENT DEVELOPMENT DEPT	202.49 103.42	305.91
1/20/17	EDD_TAX	SIT P/R 01/05/2017 to 01/18/2017 Paid 01/20/2017 SDI P/R 01/05/2017 to 01/18/2017 Paid 01/20/2017 EMPLOYMENT DEVELOPMENT DEPT	300.28 111.06	411.34
1/6/17	EDD_TAX	SUI P/R 12/22/2016 to 01/04/2017 Paid 01/06/2017 EMPLOYMENT DEVELOPMENT DEPT	712.46	712.46
1/20/17	EDD_TAX	SUI P/R 01/05/2017 to 01/18/2017 Paid 01/20/2017 EMPLOYMENT DEVELOPMENT DEPT	726.33	726.33
1/6/17	EXPRESS	FIT P/R 12/22/2016 to 01/04/2017 Paid 01/06/2017 SOCIAL SECURITY P/R 12/22/2016 to 01/04/2017 MEDICARE P/R 12/22/2016 to 01/04/2017 Paid 01/06/2017 BANK OF AMERICA	895.13 1,424.92 333.25	2,653.30
1/20/17	EXPRESS	FIT P/R 01/05/2017 to 01/18/2017 Paid 01/20/2017 Social Security P/R 01/05/2017 to 01/18/2017 Paid 01/20/2017 Medicare P/R 01/05/2017 to 01/18/2017 Paid 01/20/2017 BANK OF AMERICA	895.13 1,529.87 357.77	2,782.77
1/6/17	FEES	P/R 12/22/2016 to 01/04/2017 Paid 01/06/2017 CBIZ PAYROLL	70.98	70.98
1/20/17	FEES	P/R 01/05/2017 to 01/18/2017 Paid 01/20/2017 CBIZ PAYROLL	413.06	413.06
	<b>Total</b>		<b>80,070.31</b>	<b>80,070.31</b>

**PALM SPRINGS CEMETERY DIST**  
**Payroll Disbursement Journal-General Fund**  
**For the Period From Jan 1, 2017 to Jan 31, 2017**

<b>Date</b>	<b>Reference</b>	<b>Employee</b>	<b>Amount</b>
1/6/17	3705	KATHLEEN JURASKY	1,823.85
1/6/17	3706	KATHLEEN JURASKY	400.00
1/6/17	3707	JUAN F. REYNA	1,197.50
1/6/17	3708	STEPHANIE C. BROWN	1,150.52
1/6/17	3709	ROGER L. CLARK	1,338.50
1/6/17	3710	SCOTT W. VICKREY	1,092.41
1/6/17	3711	EDGAR F. ARCHILLA	1,215.36
1/20/17	3718	KATHLEEN JURASKY	1,823.85
1/20/17	3719	KATHLEEN JURASKY	400.00
1/20/17	3720	JUAN F. REYNA	1,444.64
1/20/17	3721	JUAN F. REYNA	117.20
1/20/17	3722	STEPHANIE C. BROWN	1,150.53
1/20/17	3723	ROGER L. CLARK	1,338.49
1/20/17	3724	SCOTT W. VICKREY	480.75
1/20/17	3725	EDGAR F. ARCHILLA	1,215.36
1/20/17	3726	JANE ALCUMBRAC	164.24
1/20/17	3727	WILLIAM G. KLEINDIENST	164.24
1/20/17	3728	LYNN T. MALLOTTO	164.24
1/20/17	3729	LENNY PEPPER	66.45
<b>1/1/17 thru 1/31/17</b>			<b>16,748.13</b>

**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP January 2017**

Cash Disbursement Journal (Includes ACO listed below)	80,070.31
Payroll Disbursement Journal	16,748.13
<b>TOTAL PSCD DISBURSEMENTS</b>	<b>96,818.44</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>96,818.44</b>
Payment Voucher # 1563	91,689.21
	91,689.21
<b>ACO DISBURSEMENTS</b>	
<b>TOTAL ACO EXPENDITURES</b>	<b>0.00</b>
<b>TOTAL January 2017 DISBURSEMENTS</b>	<b>96,818.44</b>

PALM SPRINGS CEMETERY DISTRICT

SITE SALES & INTERMENTS

	Prior Months		Jan		2017 YTD TOTALS		YTD Totals Jan-16	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	41	0	3	0	44	0	54	0
Adult, A&B	51	0	5	0	56	0	51	0
Premium	21	0	5	0	26	0	36	0
Children	0	0	0	0	0	0	1	0
Cremation	3	1	0	0	3	1	3	0
Niche	12	0	8	0	20	0	12	0
<b>TOTALS</b>	<b>128</b>	<b>1</b>	<b>21</b>	<b>0</b>	<b>149</b>	<b>1</b>	<b>157</b>	<b>0</b>

LOT REPURCHASES

	Prior Months		Jan		2017 YTD TOTALS		YTD Totals Jan-16	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	4	0	1	0	5	0	3	1
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>3</b>	<b>1</b>

	Prior Months		Jan		2017 YTD TOTALS		YTD Totals Jan-16	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	79	1	22	0	101	1	119	2
Children	0	0	0	0	0	0	3	0
Cremation	15	4	1	0	16	4	18	2
Niche	9	0	3	0	12	0	13	0
<b>TOTALS</b>	<b>103</b>	<b>5</b>	<b>26</b>	<b>0</b>	<b>129</b>	<b>5</b>	<b>153</b>	<b>4</b>

SATURDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	6	0	1	0	7	0	7	1
Child	0	0	0	0	0	0	0	0
Cremation	4	1	1	0	5	1	0	0
Niche	0	0	1	0	1	0	0	0
<b>TOTALS</b>	<b>10</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>13</b>	<b>1</b>	<b>7</b>	<b>1</b>

SUNDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	1	0	1	0	7	1
Child	0	0	0	0	0	0	1	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>8</b>	<b>1</b>

**PALM SPRINGS CEMETERY DIST  
GENERAL FUND TRIAL BALANCE  
AS OF JANUARY 31, 2017**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>ASSETS:</b>			
10002	CASH ON HAND - COUNTY	87,650.74	
10003	PETTY CASH	900.00	
10004	CHECKING - BANK OF AMERICA	39,230.33	
10005	CSH/HND-CNTY-RESTRICTED	14,400.00	
10008	CASH CLEARING - BBVA BANK	194.48	
10009	RESERVE - BANK OF AMERICA	36,688.22	
10015	ACO PURCHASES RECEIVABLE		172,631.29
10016	SECURITY DEPOSITS RECEIVABLE	130.50	
10018	PET CEMETERY LOAN DRAWDOW		24,965.68
14010	PREPAID INSURANCE	7,999.56	
14011	PREPAID W/C INSURANCE	3,049.81	
	<b>ASSETS:</b>	<b>190,243.64</b>	<b>(197,596.97)</b>
<b>LIABILITIES:</b>			
20101	REVOLVING FUND/IMPREST CASH		14,400.00
20102	SALES TAX PAYABLE		85.53
20109	LEASE DEPOSIT - PREPAID		25,686.79
20111	EMPLOYEES INSURANCE PAYABL		1,452.69
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>(618,032.75)</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		144,035.00
40201	MISC SPECIAL SET-UP		1,400.00
40203	INTEREST RECEIVED		8.98
40204	LAND LEASE		35,961.52
40205CC	CREDIT CARD CONVEN FEE		2,236.35
40205SAT	SAT INTERMENT SURCHARGE		10,375.00
40205SUN	SUN INTERMENT SURCHARGE		1,025.00
40205WIT	WITNESS GRAVE CLOSING		5,750.00
40206	TAX COLLECTIONS		158,866.58
40207	VAULTS		8,020.00
40207-EX LG CR	EX LG CREMATION VAULTS		1,805.00
40208	LINERS		8,830.00
40209	GRAVE VASES		3,912.05
40211	ENR SURCHARGE		22,295.00
40212	LOT TRANSFERS		1,640.00
40213	COUNTY INTEREST INCOME		164.91
40216	HANDLING FEE		46,591.46
40217	PRENEED CONTRACT SERVICE CH		3,700.00
40218	VASE/HDSTN SET & CLEAN		24,375.00
95000	RESERVES TRANSFERRED IN		40,000.00
	<b>REVENUE:</b>	<b>0.00</b>	<b>(520,991.85)</b>

**PALM SPRINGS CEMETERY DIST  
GENERAL FUND TRIAL BALANCE  
AS OF JANUARY 31, 2017**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>EXPENSES:</b>			
60101	REGULAR SALARIES	176,543.27	
60102	BOT BOARD MEETINGS	6,664.74	
60103	BOT CONFERENCES	2,933.29	
60105	BOT TRAVEL & EXPENSES	2,422.07	
71101	RETIREMENT/PENSION	10,454.35	
71201	FICA	11,272.99	
71202	MEDICARE	2,636.42	
72301	EMPLOYEE GROUP INSURANCE	47,418.11	
72601	UNEMPLOYMENT INSURANCE	1,795.08	
73101	WORKERS COMP INSURANCE	3,224.65	
81111	ELECTRICITY	28,079.41	
81112	TELEPHONE	4,081.61	
81113	WATER	22,916.89	
83308	COMMUNITY OUTREACH	748.93	
83309	VISA-MASTER CHG FEES	3,948.78	
83311	COUNTY SERVICE CHARGE	725.40	
83313	GENERAL INSURANCE	8,417.31	
83314	LEGAL	2,394.00	
83315	LOT REPURCHASE	2,455.00	
83316	OFFICE EXPENSE	11,684.97	
83317	TRAVEL & CONVENTION	6,508.62	
83320	CONTRIBUTIONS	200.00	
83321	AUDIT	6,120.00	
83323	ADVERTISING/PUBLICITY	4,560.80	
83324	MEMBERSHIP & DUES	4,523.03	
84410	AUTO TRUCK EXPENSE	729.98	
84413	IRRIGATION SYSTEM REPAIRS	1,352.61	
84414	FERTILIZER AND SEED	7,090.16	
84415	GASOLINE, OIL, TIRES	1,961.44	
84416	PLANT & BUILDING	12,694.49	
84418	TOOLS & SUPPLIES	684.98	
84419	GRAVE LINERS & VAULTS	14,744.57	
84420	GRAVE VASES	1,839.07	
84422	CONTRACT TREE/GARDEN MAINT	118,382.15	
84423	CONTRACT BURIALS	2,088.00	
84424	SECURITY CAMERA EXPENSE	731.85	
84425	DMP GROUNDS SECURITY	5,075.00	
	<b>EXPENSES:</b>	<b>540,104.02</b>	<b>0.00</b>
	<b>REPORT TOTALS</b>	<b>1,516,692.52</b>	<b>(1,516,692.52)</b>

**PALM SPRINGS CEMETERY DIST  
BALANCE SHEET  
JANUARY 31, 2017**

**ASSETS**

**ASSETS**

CASH ON HAND - COUNTY	87,650.74	
PETTY CASH	900.00	
CHECKING - BANK OF AMERICA	39,230.33	
CSH/HND-CNTY-RESTRICTED	14,400.00	
CASH CLEARING - BBVA BANK	194.48	
RESERVE - BANK OF AMERICA	36,688.22	
ACO PURCHASES RECEIVABLE	(172,631.29)	
SECURITY DEPOSITS RECEIVABLE	130.50	
PET CEMETERY LOAN DRAWDOWN	(24,965.68)	
PREPAID INSURANCE	7,999.56	
PREPAID W/C INSURANCE	3,049.81	
<b>TOTAL ASSETS</b>		<b>(7,353.33)</b>

**LIABILITIES AND EQUITY**

**LIABILITIES**

REVOLVING FUND/IMPREST CASH	14,400.00	
SALES TAX PAYABLE	85.53	
LEASE DEPOSIT - PREPAID	25,686.79	
EMPLOYEES INSURANCE PAYABLE	1,452.69	
ACCRUED EMPLOYEE PAYROLL	6,442.56	
ACCRUED VACATION PAYABLE	10,189.13	
OPEB BENIFIT LIABILITY:GASB45	559,776.05	
<b>TOTAL LIABILITIES</b>		<b>618,032.75</b>

**EQUITY**

BEGINNING BALANCE EQUITY	180,070.95	
RETAINED EARNINGS	(786,344.86)	
NET INCOME	(19,112.17)	
<b>TOTAL EQUITY</b>		<b>(625,386.08)</b>
 <b>TOTAL LIABILITIES AND EQUITY</b>		 <b>(7,353.33)</b>

**PALM SPRINGS CEMETERY DIST  
INCOME STATEMENT - GENERAL FUND  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2017**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
OPEN AND CLOSE	26,900.00	18,420.00	8,480.00	144,035.00	166,520.00	(22,485.00)
MISC SPECIAL SET-UP	450.00	0.00	450.00	1,400.00	800.00	600.00
RETURNED CHECK BANK CHARGE	0.00	25.00	(25.00)	0.00	50.00	(50.00)
INTEREST RECEIVED	0.49	0.85	(0.36)	8.98	7.42	1.56
LAND LEASE	5,137.36	5,061.44	75.92	35,961.52	35,430.08	531.44
MISC INCOME	0.00	0.00	0.00	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	166.83	396.49	(229.66)	2,236.35	2,811.05	(574.70)
SAT INTERMENT SURCHARGE	1,500.00	0.00	1,500.00	10,375.00	7,700.00	2,675.00
SUN INTERMENT SURCHARGE	1,025.00	2,850.00	(1,825.00)	1,025.00	9,225.00	(8,200.00)
WITNESS GRAVE CLOSING	1,550.00	1,550.00	0.00	5,750.00	5,950.00	(200.00)
TAX COLLECTIONS	110,412.12	103,870.51	6,541.61	158,866.58	150,430.86	8,435.72
VAULTS	780.00	1,330.00	(550.00)	8,020.00	8,680.00	(660.00)
EX LG CREMATION VAULTS	270.00	0.00	270.00	1,805.00	1,615.00	190.00
REGULAR CREM VAULT	0.00	85.00	(85.00)	0.00	85.00	(85.00)
LINERS	2,250.00	1,115.00	1,135.00	8,830.00	10,505.00	(1,675.00)
GRAVE VASES	555.00	930.00	(375.00)	3,912.05	5,837.34	(1,925.29)
ENR SURCHARGE	4,140.00	3,300.00	840.00	22,295.00	24,960.00	(2,665.00)
LOT TRANSFERS	300.00	340.00	(40.00)	1,640.00	1,150.00	490.00
COUNTY INTEREST INCOME	4.79	4.73	0.06	164.91	88.63	76.28
HANDLING FEE	8,626.46	6,500.00	2,126.46	46,591.46	52,950.00	(6,358.54)
PRENEED CONTRACT SERVICE CHG	400.00	600.00	(200.00)	3,700.00	5,400.00	(1,700.00)
VASE/HDSTN SET & CLEAN	3,110.00	3,045.00	65.00	24,375.00	23,935.00	440.00
<b>TOTAL REVENUE</b>	<b>167,578.05</b>	<b>149,424.02</b>	<b>18,154.03</b>	<b>480,991.85</b>	<b>515,286.54</b>	<b>(34,294.69)</b>
EXPENSES						
REGULAR SALARIES	23,268.93	26,959.42	(3,690.49)	176,543.27	188,880.72	(12,337.45)
BOT BOARD MEETINGS	718.36	500.00	218.36	6,664.74	3,700.00	2,964.74
BOT CONFERENCES	396.00	0.00	396.00	2,933.29	1,588.00	1,345.29
BOT TRAVEL & EXPENSES	0.00	0.00	0.00	2,422.07	2,811.23	(389.16)
RETIREMENT/PENSION	3,961.57	1,499.07	2,462.50	10,454.35	11,765.26	(1,310.91)
FICA	1,477.40	1,692.68	(215.28)	11,272.99	11,866.46	(593.47)
MEDICARE	345.52	395.87	(50.35)	2,636.42	2,775.23	(138.81)
EMPLOYEE GROUP INSURANCE	7,237.69	6,801.43	436.26	47,418.11	41,835.71	5,582.40
UNEMPLOYMENT INSURANCE	1,438.79	1,416.50	22.29	1,795.08	1,906.10	(111.02)
WORKERS COMP INSURANCE	609.98	733.81	(123.83)	3,224.65	4,962.44	(1,737.79)
ELECTRICITY	6,211.96	7,288.58	(1,076.62)	28,079.41	40,413.81	(12,334.40)
TELEPHONE	1,055.28	573.24	482.04	4,081.61	4,093.24	(11.63)
WATER	6,236.49	3,277.67	2,958.82	22,916.89	25,287.60	(2,370.71)
COMMUNITY OUTREACH	8.00	90.00	(82.00)	748.93	610.00	138.93
VISA-MASTER CHG FEES	563.90	839.16	(275.26)	3,948.78	4,587.64	(638.86)
COUNTY SERVICE CHARGE	204.10	9.10	195.00	725.40	86.90	638.50
EDUCATION	0.00	0.00	0.00	0.00	424.49	(424.49)
GENERAL INSURANCE	1,203.32	1,194.52	8.80	8,417.31	8,361.64	55.67
LEGAL	2,394.00	0.00	2,394.00	2,394.00	714.00	1,680.00
LOT REPURCHASE	450.00	1,975.00	(1,525.00)	2,455.00	3,995.00	(1,540.00)
OFFICE EXPENSE	3,257.44	2,170.11	1,087.33	11,684.97	13,487.40	(1,802.43)
TRAVEL & CONVENTION	852.00	0.00	852.00	6,508.62	5,277.88	1,230.74
MTG EXP & SUPPLIES	0.00	0.00	0.00	0.00	167.50	(167.50)
CONTRIBUTIONS	200.00	0.00	200.00	200.00	0.00	200.00
AUDIT	0.00	0.00	0.00	6,120.00	10,500.00	(4,380.00)
ADVERTISING/PUBLICITY	399.50	187.95	211.55	4,560.80	3,292.18	1,268.62
MEMBERSHIP & DUES	175.00	2,824.00	(2,649.00)	4,523.03	4,208.89	314.14
AUTO TRUCK EXPENSE	446.35	1,364.33	(917.98)	2,299.98	1,666.10	(936.12)
EQUIPMENT REPAIRS	0.00	0.00	0.00	0.00	268.86	(268.86)
IRRIGATION SYSTEM REPAIRS	238.32	24.47	213.85	1,352.61	2,476.97	(1,124.36)
FERTILIZER AND SEED	223.16	2,583.30	(2,360.14)	7,090.16	9,777.30	(2,687.14)
GASOLINE, OIL, TIRES	0.00	2,422.54	(2,422.54)	1,961.44	4,709.67	(2,748.23)
PLANT & BUILDING	1,949.48	2,880.10	(930.62)	12,694.49	20,157.28	(7,462.79)
TOOLS & SUPPLIES	10.33	0.00	10.33	684.98	793.59	(108.61)
GRAVE LINERS & VAULTS	5,430.00	3,021.51	2,408.49	14,744.57	19,180.52	(4,435.95)
GRAVE VASES	817.36	958.41	(141.05)	1,839.07	2,699.34	(860.27)
CONTRACT TREE/GARDEN MAINTNCF	19,748.00	14,559.60	5,188.40	118,382.15	87,014.75	31,367.40
CONTRACT BURIALS	1,044.00	2,394.00	(1,350.00)	2,088.00	6,594.00	(4,506.00)
SECURITY CAMERA EXPENSE	0.00	138.00	(138.00)	731.85	1,463.70	(731.85)
DMP GROUNDS SECURITY	1,450.00	725.00	725.00	5,075.00	5,075.00	0.00
<b>TOTAL EXPENSES</b>	<b>(94,022.23)</b>	<b>(91,499.37)</b>	<b>(2,522.86)</b>	<b>(540,104.02)</b>	<b>(559,476.40)</b>	<b>19,372.38</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>73,555.82</b>	<b>57,924.65</b>	<b>15,631.17</b>	<b>(59,112.17)</b>	<b>(44,189.86)</b>	<b>(14,922.31)</b>
OTHER INCOME & EXPENSE						
RESERVES TRANSFERRED IN	0.00	0.00	0.00	40,000.00	0.00	40,000.00
TOTAL OTHER INCOME & EXPENSE	0.00	0.00	0.00	40,000.00	0.00	40,000.00
<b>NET INCOME (LOSS)</b>	<b>73,555.82</b>	<b>57,924.65</b>	<b>15,631.17</b>	<b>(19,112.17)</b>	<b>(44,189.86)</b>	<b>25,077.69</b>



**PALM SPRINGS CEMETERY DIST  
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2017**

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
REVENUE						
OPEN AND CLOSE	26,900.00	25,632.50	1,267.50	144,035.00	307,590.00	(163,555.00)
MISC SPECIAL SET-UP	450.00	125.00	325.00	1,400.00	1,500.00	(100.00)
RETURNED CHECK BANK CHARGE	0.00	4.17	(4.17)	0.00	50.00	(50.00)
INTEREST RECEIVED	0.49	1.25	(0.76)	8.98	15.00	(6.02)
LAND LEASE	5,137.36	5,162.67	(25.31)	35,961.52	61,952.00	(25,990.48)
CREDIT CARD CONVEN FEE	166.83	508.34	(341.51)	2,236.35	6,100.00	(3,863.65)
SAT INTERMENT SURCHARGE	1,500.00	1,227.09	272.91	10,375.00	14,725.00	(4,350.00)
SUN INTERMENT SURCHARGE	1,025.00	1,006.25	18.75	1,025.00	12,075.00	(11,050.00)
WITNESS GRAVE CLOSING	1,550.00	937.50	612.50	5,750.00	11,250.00	(5,500.00)
TAX COLLECTIONS	110,412.12	24,045.34	86,366.78	158,866.58	288,544.00	(129,677.42)
VAULTS	780.00	1,531.25	(751.25)	8,020.00	18,375.00	(10,355.00)
EX LG CREMATION VAULTS	270.00	0.00	270.00	1,805.00	0.00	1,805.00
LINERS	2,250.00	1,677.92	572.08	8,830.00	20,135.00	(11,305.00)
GRAVE VASES	555.00	816.75	(261.75)	3,912.05	9,801.00	(5,888.95)
MEMORIAL WALL INCOME	0.00	16.67	(16.67)	0.00	200.00	(200.00)
ENR SURCHARGE	4,140.00	3,662.09	477.91	22,295.00	43,945.00	(21,650.00)
LOT TRANSFERS	300.00	283.34	16.66	1,640.00	3,400.00	(1,760.00)
COUNTY INTEREST INCOME	4.79	13.09	(8.30)	164.91	157.00	7.91
HANDLING FEE	8,626.46	8,218.34	408.12	46,591.46	98,620.00	(52,028.54)
PRENEED CONTRACT SERVICE CHG	400.00	858.34	(458.34)	3,700.00	10,300.00	(6,600.00)
VASE/HIDSTN SET & CLEAN	3,110.00	3,761.67	(651.67)	24,375.00	45,140.00	(20,765.00)
NICHE SHUTTER CLEAN-REPAINT	0.00	8.34	(8.34)	0.00	100.00	(100.00)
<b>TOTAL REVENUE</b>	<b>167,578.05</b>	<b>79,497.91</b>	<b>88,080.14</b>	<b>480,991.85</b>	<b>953,974.00</b>	<b>(472,982.15)</b>
EXPENSES						
REGULAR SALARIES	23,268.93	25,761.75	(2,492.82)	176,543.27	309,141.00	(132,597.73)
BOT BOARD MEETINGS	718.36	1,122.42	(404.06)	6,664.74	13,469.00	(6,804.26)
BOT CONFERENCES	396.00	291.67	104.33	2,933.29	3,500.00	(566.71)
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	3,961.57	1,722.92	2,238.65	10,454.35	20,675.00	(10,220.65)
FICA	1,477.40	1,646.34	(168.94)	11,272.99	19,756.00	(8,483.01)
MEDICARE	345.52	347.75	(2.23)	2,636.42	4,173.00	(1,536.58)
EMPLOYEE GROUP INSURANCE	7,237.69	6,225.50	1,012.19	47,418.11	74,706.00	(27,287.89)
UNEMPLOYMENT INSURANCE	1,438.79	282.92	1,155.87	1,795.08	3,395.00	(1,599.92)
WORKERS COMP INSURANCE	609.98	729.34	(119.36)	3,224.65	8,752.00	(5,527.35)
ELECTRICITY	6,211.96	5,532.09	679.87	28,079.41	66,385.00	(38,305.59)
TELEPHONE	1,055.28	591.67	463.61	4,081.61	7,100.00	(3,018.39)
WATER	6,236.49	3,079.42	3,157.07	22,916.89	36,953.00	(14,036.11)
COMMUNITY OUTREACH	8.00	250.00	(242.00)	748.93	3,000.00	(2,251.07)
VISA-MASTER CHG FEES	563.90	633.34	(69.44)	3,948.78	7,600.00	(3,651.22)
RETURNED CHECK	0.00	4.17	(4.17)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	204.10	25.00	179.10	725.40	300.00	425.40
EDUCATION	0.00	50.00	(50.00)	0.00	600.00	(600.00)
GENERAL INSURANCE	1,203.32	1,239.59	(36.27)	8,417.31	14,875.00	(6,457.69)
LEGAL	2,394.00	291.67	2,102.33	2,394.00	3,500.00	(1,106.00)
LOT REPURCHASE	450.00	500.00	(50.00)	2,455.00	6,000.00	(3,545.00)
OFFICE EXPENSE	3,257.44	1,333.34	1,924.10	11,684.97	16,000.00	(4,315.03)
TRAVEL & CONVENTION	852.00	916.67	(64.67)	6,508.62	11,000.00	(4,491.38)
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	200.00	41.67	158.33	200.00	500.00	(300.00)
AUDIT	0.00	1,083.34	(1,083.34)	6,120.00	13,000.00	(6,880.00)
ADVERTISING/PUBLICITY	399.50	833.34	(433.84)	4,560.80	10,000.00	(5,439.20)
MEMBERSHIP & DUES	175.00	383.34	(208.34)	4,523.03	4,600.00	(76.97)
AUTO TRUCK EXPENSE	446.35	291.67	154.68	729.98	3,500.00	(2,770.02)
LARGF 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	238.32	833.34	(595.02)	1,352.61	10,000.00	(8,647.39)
FERTILIZER AND SEED	223.16	875.00	(651.84)	7,090.16	10,500.00	(3,409.84)
GASOLINE, OIL, TIRES	0.00	458.34	(458.34)	1,961.44	5,500.00	(3,538.56)
PLANT & BUILDING	1,949.48	1,666.67	282.81	12,694.49	20,000.00	(7,305.51)
ROAD MAINTENANCE	0.00	166.67	(166.67)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	10.33	100.00	(89.67)	684.98	1,200.00	(515.02)
GRAVE LINERS & VAULTS	5,430.00	2,915.59	2,514.41	14,744.57	34,987.00	(20,242.43)
GRAVE VASES	817.36	423.00	394.36	1,839.07	5,076.00	(3,236.93)
CONTRACT TREE/GARDEN MAINTNCE	19,748.00	19,748.00	0.00	118,382.15	236,976.00	(118,593.85)
CONTRACT BURIALS	1,044.00	895.84	148.16	2,088.00	10,750.00	(8,662.00)
SECURITY CAMERA EXPENSE	0.00	212.50	(212.50)	731.85	2,550.00	(1,818.15)
DMP GROUNDS SECURITY	1,450.00	675.00	775.00	5,075.00	8,100.00	(3,025.00)
<b>TOTAL EXPENSES</b>	<b>94,022.23</b>	<b>85,139.24</b>	<b>8,882.99</b>	<b>540,104.02</b>	<b>1,021,669.00</b>	<b>(481,564.98)</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>73,555.82</b>	<b>(5,641.33)</b>	<b>79,197.15</b>	<b>(59,112.17)</b>	<b>(67,695.00)</b>	<b>8,582.83</b>
OTHER INCOME & EXPENSE						
RESERVES TRANSFERRED IN	0.00	5,641.33	(5,641.33)	40,000.00	67,695.00	(27,695.00)
<b>TOTAL OTHER INCOME &amp; EXPENSES</b>	<b>0.00</b>	<b>5,641.33</b>	<b>(5,641.33)</b>	<b>40,000.00</b>	<b>67,695.00</b>	<b>(27,695.00)</b>
<b>NET INCOME (LOSS)</b>	<b>73,555.82</b>	<b>0.00</b>	<b>73,555.82</b>	<b>(19,112.17)</b>	<b>0.00</b>	<b>(19,112.17)</b>

**ACCUMULATIVE CAPITAL OUTLAY FUND  
TRIAL BALANCE  
AS OF JANUARY 31, 2017**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>CURRENT ASSETS:</b>			
002343	CASH ON DEPOSIT -COUNTY	19,196.05	
003343	ASSET RPLCE RSRVE-LAND/BLD/ETC	363,299.29	
004343	ASSET PURCHASE HOLDING ACCOUNT	391,313.62	
006343	CASH - INTEREST/DIVIDENDS	569,542.61	
007343	INVESTED FUNDS - PSCD	222,563.48	
018343	UNREALIZED G/L ON SECURITIES		147,659.55
	<b>CURRENT ASSETS:</b>	<b>1,565,915.05</b>	<b>(147,659.55)</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		103,730.00
203343	CURRENT INTEREST & DIVIDENDS		6,780.00
213343	COUNTY INTEREST INCOME		1,539.10
230343	GAIN/INVEST FAIR VALUE INCREAS	5,067.02	
500343	REVENUE TRANSFERRED IN		6,460.00
	<b>REVENUE:</b>	<b>5,067.02</b>	<b>(118,509.10)</b>
<b>EXPENSES:</b>			
310343	INVESTMENT ADVISOR FEES	1,222.36	
311343	COUNTY SERVICE CHARGE	3.06	
510343	REVENUE TRANSFER OUT	94,840.93	
	<b>EXPENSES:</b>	<b>96,066.35</b>	<b>0.00</b>
	<b>REPORT TOTALS</b>	<b>6,667,341.57</b>	<b>(6,667,341.57)</b>

**ACCUMULATIVE CAPITAL OUTLAY  
BALANCE SHEET  
JANUARY 31, 2017**

**ASSETS**

**CURRENT ASSETS**

CASH ON DEPOSIT -COUNTY	19,196.05	
ASSET RPLCE RSRVE-LAND/BLD/ETC	363,299.29	
ASSET PURCHASE HOLDING ACCOUNT	391,313.62	
CASH - INTEREST/DIVIDENDS	569,542.61	
INVESTED FUNDS - PSCD	222,563.48	
UNREALIZED G/L ON SECURITIES	(147,659.55)	
<b>TOTAL CURRENT ASSETS</b>		<b>1,418,255.50</b>

**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)	
<b>TOTAL NET FIXED ASSETS</b>		<b>2,464,202.55</b>

**OTHER ASSETS**

<b>TOTAL OTHER ASSETS</b>		<b>0.00</b>
<b>TOTAL ASSETS</b>		<b>3,882,458.05</b>

**LIABILITIES AND EQUITY**

**LIABILITIES**

<b>TOTAL LIABILITIES</b>		<b>0.00</b>
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**RETAINED EARNINGS**

RETAINED EARNINGS	3,865,082.32	
NET INCOME	17,375.73	
<b>TOTAL RETAINED EARNINGS</b>		<b>3,882,458.05</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>3,882,458.05</b>

**ACCUMULATIVE CAPITAL OUTLAY  
INCOME STATEMENT  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2017**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
BURIAL RIGHT SALES	19,625.00	16,825.00	2,800.00	103,730.00	115,875.00	(12,145.00)
CURRENT INTEREST & DIVIDENDS	1,228.47	2,048.94	(820.47)	6,780.00	5,375.89	1,404.11
COUNTY INTEREST INCOME	64.38	39.55	24.83	1,539.10	615.33	923.77
GAIN/INVEST FAIR VALUE INCREAS	5,939.64	(5,442.67)	11,382.31	(5,067.02)	(6,718.01)	1,650.99
<b>TOTAL REVENUE</b>	<b>26,857.49</b>	<b>13,470.82</b>	<b>13,386.67</b>	<b>106,982.08</b>	<b>115,148.21</b>	<b>(8,166.13)</b>
	<b>26,857.49</b>	<b>13,470.82</b>	<b>13,386.67</b>	<b>106,982.08</b>	<b>115,148.21</b>	<b>(8,166.13)</b>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	(35.10)	0.00	(35.10)	1,222.36	0.00	1,222.36
COUNTY SERVICE CHARGE	0.68	0.00	0.68	3.06	(12.84)	15.90
<b>TOTAL EXPENSES</b>	<b>34.42</b>	<b>0.00</b>	<b>34.42</b>	<b>(1,225.42)</b>	<b>12.84</b>	<b>(1,238.26)</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>26,891.91</b>	<b>13,470.82</b>	<b>13,421.09</b>	<b>105,756.66</b>	<b>115,161.05</b>	<b>(9,404.39)</b>
<b>OTHER INCOME &amp; EXPENSE</b>						
REVENUE TRANSFERRED IN	0.00	0.00	0.00	(6,460.00)	(6,350.00)	(110.00)
REVENUE TRANSFER OUT	0.00	0.00	0.00	94,840.93	0.00	94,840.93
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>88,380.93</b>	<b>(6,350.00)</b>	<b>94,730.93</b>
<b>NET INCOME (LOSS)</b>	<b>26,891.91</b>	<b>13,470.82</b>	<b>13,421.09</b>	<b>17,375.73</b>	<b>121,511.05</b>	<b>(104,135.32)</b>

**ENDOWMENT CARE FUND  
TRIAL BALANCE  
AS OF JANUARY 31, 2017**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>ASSETS:</b>			
002342	CASH ON DEPOSIT - COUNTY	1,044,300.84	
003-342	INTEREST ON DEPOSIT-COUNTY	131,411.44	
006342	CASH - INTEREST/DIVIDENDS	1,291,805.15	
007342	INVESTED FUNDS - PSCD	3,152,495.45	
018342	UNREALIZED G/L ON SECURITIES		184,273.65
	<b>ASSETS:</b>	<b>5,620,012.88</b>	<b>(184,273.65)</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		73,855.86
203342	CURRENT INTEREST & DIVIDENDS		22,957.18
213342	COUNTY INTEREST INCOME		3,315.86
230342	GAIN/INVEST FAIR VALUE INCREAS	49,194.02	
	<b>REVENUE:</b>	<b>49,194.02</b>	<b>(101,098.90)</b>
<b>EXPENSES:</b>			
310342	INVESTMENT ADVISOR FEES	8,693.37	
	<b>EXPENSES</b>	<b>8,693.37</b>	<b>0.00</b>
	<b>REPORT TOTALS</b>	<b>5,677,900.27</b>	<b>(5,677,900.27)</b>

**ENDOWMENT CARE FUND  
BALANCE SHEET  
JANUARY 31, 2017**

**ASSETS**

**ASSETS**

CASH ON DEPOSIT - COUNTY	1,044,300.84
INTEREST ON DEPOSIT-COUNTY	131,411.44
CASH - INTEREST/DIVIDENDS	1,291,805.15
INVESTED FUNDS - PSCD	3,152,495.45
UNREALIZED G/L ON SECURITIES	(184,273.65)

**TOTAL ASSETS**

5,435,739.23

**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	43,211.51

**TOTAL RETAINED EARNINGS**

5,435,739.23

**TOTAL LIABILITIES AND FUND EQUITY**

5,435,739.23

**ENDOWMENT CARE FUND  
INCOME STATEMENT  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2017**

	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	10,752.83	11,119.51	(366.68)	73,855.86	91,873.12	(18,017.26)
CURRENT INTEREST & DIVIDENDS	3,913.65	16,411.02	(12,497.37)	22,957.18	35,365.76	(12,408.58)
COUNTY INTEREST INCOME	195.29	85.20	110.09	3,315.86	1,431.86	1,884.00
GAIN/INVEST FAIR VALUE INCREAS	14,190.48	(28,530.67)	42,721.15	(49,194.02)	(29,387.25)	(19,806.77)
<b>TOTAL REVENUE</b>	<b>29,052.25</b>	<b>(914.94)</b>	<b>29,967.19</b>	<b>51,904.88</b>	<b>99,533.49</b>	<b>(47,628.61)</b>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	(81.29)	0.00	(81.29)	8,693.37	0.00	8,693.37
<b>TOTAL EXPENSES</b>	<b>(81.29)</b>	<b>0.00</b>	<b>(81.29)</b>	<b>8,693.37</b>	<b>0.00</b>	<b>8,693.37</b>
<b>NET INCOME (LOSS)</b>	<b>29,133.54</b>	<b>(914.94)</b>	<b>30,048.48</b>	<b>43,211.51</b>	<b>99,533.49</b>	<b>(56,321.98)</b>

**PRENEED FUND  
TRIAL BALANCE  
AS OF JANUARY 31, 2017**

ACCOUNT	DESCRIPTION	DEBITS	CREDITS
<b>CURRENT ASSETS:</b>			
002392	CASH ON DEPOSIT- COUNTY	655,515.59	
006392	CASH -INTEREST/DIVIDENDS	431,459.58	
007392	INVESTED FUNDS -PSCD	724,220.75	
018392	UNREALIZED G/L - SECURITIES		151,806.56
034392	CONTRACTS RECEIVABLE	85,766.03	
	<b>CURRENT ASSETS:</b>	<b>1,896,961.95</b>	<b>(151,806.56)</b>
<b>LIABILITIES:</b>			
101392	DEFERRED REVENUE PAYABLE		810,320.11
	<b>LIABILITIES:</b>	<b>0.00</b>	<b>(810,320.11)</b>
<b>RETAINED EARNINGS:</b>			
141392	RETAINED EARNINGS		624,856.57
142392	ACCRUED INTEREST & DIVIDENDS		192,377.80
	<b>RETAINED EARNINGS:</b>	<b>0.00</b>	<b>(817,234.37)</b>
<b>REVENUE:</b>			
201392	CURRENT SALES		62,384.24
202392	CURRENT DEFERRED REVENUE		65,076.07
203392	CURRENT INTEREST & DIVIDENDS		7,907.03
213392	COUNTY INTEREST INCOME		1,725.64
230392	GAIN/INVEST FAIR VALUE INCREAS	6,665.11	
	<b>REVENUE:</b>	<b>6,665.11</b>	<b>(137,092.98)</b>
<b>EXPENSES:</b>			
310392	INVESTMENT FEES	1,899.08	
311392	COUNTY SERVICE CHARGES	200.06	
320392	LOSS ON TRANSFER (INTER COSTS)	4,267.82	
335392	SALES TRANSFR OUT (PRIOR YR)	6,460.00	
	<b>EXPENSES:</b>	<b>12,826.96</b>	<b>0.00</b>
	<b>REPORT TOTALS</b>	<b>1,916,454.02</b>	<b>(1,916,454.02)</b>



**PRENEED FUND  
BALANCE SHEET  
JANUARY 31, 2017**

**ASSETS**

**ASSETS**

CASH ON DEPOSIT- COUNTY	655,515.59	
CASH -INTEREST/DIVIDENDS	431,459.58	
INVESTED FUNDS -PSCD	724,220.75	
UNREALIZED G/L - SECURITIES	(151,806.56)	
CONTRACTS RECEIVABLE	85,766.03	
	<hr/>	
<b>TOTAL ASSETS</b>		<b><u><u>1,745,155.39</u></u></b>

**LIABILITIES AND EQUITY**

**LIABILITIES**

DEFERRED REVENUE PAYABLE	810,320.11	
<b>TOTAL LIABILITIES</b>		<b><u>810,320.11</u></b>

**RETAINED EARNINGS**

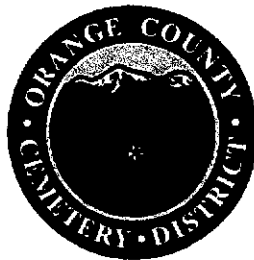
RETAINED EARNINGS	624,856.57	
ACCRUED INTEREST & DIVIDENDS	192,377.80	
NET INCOME	117,600.91	
	<hr/>	
<b>TOTAL RETAINED EARNINGS</b>		<b><u>934,835.28</u></b>

<b>TOTAL LIABILITIES AND EQUITY</b>		<b><u><u>1,745,155.39</u></u></b>
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**PRENEED FUND  
INCOME STATEMENT  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2017**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
CURRENT SALES	6,437.30	3,186.97	3,250.33	62,384.24	51,634.11	10,750.13
CURRENT DEFERRED REVENUE	3,374.42	4,959.47	(1,585.05)	65,076.07	60,264.42	4,811.65
CURRENT INTEREST & DIVIDENDS	1,833.22	12,911.76	(11,078.54)	7,907.03	29,916.73	(22,009.70)
COUNTY INTEREST INCOME	108.52	41.42	67.10	1,725.64	570.37	1,155.27
GAIN/INVEST FAIR VALUE INCREAS	6,347.66	(18,063.16)	24,410.82	(6,665.11)	(33,249.61)	26,584.50
<b>TOTAL REVENUE</b>	<b>18,101.12</b>	<b>3,036.46</b>	<b>15,064.66</b>	<b>130,427.87</b>	<b>109,136.02</b>	<b>21,291.85</b>
<b>EXPENSES</b>						
INVESTMENT FEES	(52.36)	0.00	(52.36)	1,899.08	142.42	1,756.66
COUNTY SERVICE CHARGES	199.72	99.52	100.20	200.06	497.60	(297.54)
LOSS ON TRANSFER (INTER COSTS)	0.00	0.00	0.00	4,267.82	489.05	3,778.77
SALES TRANSFR OUT (PRIOR YR)	0.00	0.00	0.00	6,460.00	6,350.00	110.00
<b>TOTAL EXPENSES</b>	<b>147.36</b>	<b>99.52</b>	<b>47.84</b>	<b>12,826.96</b>	<b>7,479.07</b>	<b>5,347.89</b>
<b>NET INCOME (LOSS)</b>	<b>17,953.76</b>	<b>2,936.94</b>	<b>15,016.82</b>	<b>117,600.91</b>	<b>101,656.95</b>	<b>15,943.96</b>

Board of Trustees  
Leslie Keane  
William E. Nelson  
Vivien Owen  
Kelly Rivers  
Cynthia Ward



District Office  
25751 Trabuco Road  
Lake Forest, CA 92630-4348  
Phone: (949) 951-9102  
Fax: (949) 951-0236  
[www.occemeterydistrict.com](http://www.occemeterydistrict.com)

Tim Deutsch  
General Manager

## ORANGE COUNTY CEMETERY DISTRICT

January 9, 2017

TO: Local Public Cemetery Districts

FROM: Tim Deutsch, General Manager  
Orange County Cemetery District

SUBJECT: Local Area Meeting

Happy New Year to you all! The next meeting of the local cemetery districts will be here before we know it. As a reminder, the next meeting will be hosted by Coachella Valley Cemetery District on Thursday, March 16, 2017. It will be held on the cemetery grounds located at 82-925 Avenue 52, Coachella, CA 92236. The meeting will begin at 10:00 a.m., followed by lunch and visitation of the grounds. We should conclude around 1:00 p.m.

Please call Tim Deutsch at (949) 951-0631 to RSVP on or before February 24, 2017 with the number of people who will be attending from your district. In addition, if you have questions or problems that you would like to see addressed at the meeting, please email your requests to: [t.deutsch@orccd.com](mailto:t.deutsch@orccd.com), or fax them to me at (949) 951-0236, or bring them with you to the meeting. We have enclosed driving directions that you should find helpful.

We are excited about this opportunity to meet locally, view our neighboring district's operations, and share information.

Hope to see you there!

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### CEMETERY LOCATIONS

Anaheim Cemetery  
1400 E. Sycamore St.  
Anaheim, CA 92805  
(714) 535-4928

El Toro Memorial Park  
25751 Trabuco Road  
Lake Forest, CA 92630  
(949) 951-8244



**California Special  
Districts Association**

*Districts Stronger Together*



## **LOCAL VALUES ARE DISTRICT VALUES**

- ***Focused Service***

Each special district performs a specific set of services well and without distractions, which leads to innovation as well as prudent long-term planning. They heighten the level of services desired by their constituencies and deliver unmet service needs.

- ***Economic Solutions***

Special districts can offer just the amount of government that residents want at the price they can afford. Where residents want a specific, new or enhanced service they can trust will be delivered, a special district can succeed; and, a district will link the cost of that service to the benefit.

- ***Infrastructure***

Special districts can build and operate urgently needed infrastructure without straining city, state or county balance sheets.

- ***Flexibility & Regional Capacity***

Special districts can serve large regions or small neighborhoods based on need, not political boundaries—no other type of government can cross city and county lines. This offers flexibility to address the unique needs of our diverse state's communities.

- ***Voter Driven***

Special districts cannot be formed, nor raise taxes, without the consent of the voters. Most of these districts are governed by board members elected from their communities; others are appointed to fixed terms.

- ***Open & Transparent***

Special districts must file an annual independent audit with the county auditor and an annual financial statement and compensation report with the State Controller. Local Agency Formation Commissions conduct regular municipal service reviews of special districts. And, every special district board must comply with FPPC regulations, the Public Records Act, and all open meeting requirements in the Brown Act.

- ***More Information***

If you have any questions or would like to find more information about special districts, please visit [www.csda.net](http://www.csda.net) or call the California Special Districts Association at 877.924.2732.