

PALM SPRINGS CEMETERY DISTRICT

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

Thursday, March 14, 2019 at 2:00 p.m.

31-705 Da Vall Drive, Cathedral City, California

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

1. CALL TO ORDER

1a. WELCOME NEW BOARD MEMBERS AND INTRODUCTIONS

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 10, 2019 Regular Meeting Minutes – No February Meeting

b. Approval of January and February Expenditures

General Fund		\$154,305.03
January Reimburse Voucher 1625	\$ 38,175.37	
January Reimburse Voucher 1626	\$ 27,011.39	
February Reimburse Voucher 1627	\$ 64,380.23	
February Reimburse Voucher 1628	\$ 22,484.93	

Accumulative Capital Outlay	\$.00
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Pet Memorial Park Cemetery	\$.00
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Total January 31, 2019 and February 28, 2019 Expenditures Checks & Visa/Debit Card		
22343-22430 Direct Deposits (Payroll)		\$154,305.03

c. Financial Reports as of February 28, 2019 (F-1 thru F-5A)

6. ADMINISTRATIVE CALENDAR

- a. Election of Officers
- b. Christy Tyler-Cooper, Dennis Cooper and Associates CPA – Annual Audit Report
- c. District Investment General Overview & Update – Neal Wilson, C & N Financial
- d. Review for Discussion and Possible Approval - Family Survey
- e. Review for Discussion and Approval Da Vall Gate Operator Replacement - Proposal Patton Door
- f. Review and Sign Form 700 – Statement of Economic Interests
- g. LGBTQ Veterans Memorial Official State Monument Dedication Ceremony

7. LEGISLATIVE CALENDAR – None

8. TRUSTEE AND ATTORNEY SIGNATURES

9. BOARD DEVELOPMENT

- a. 2018-2020 Approved Estimated Expenditures and 2019-2020 Approved Future Development Projects

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEES

12. REPORTS

- a. Trustees
- b. District Manager
 - 1. Solar Lights Agreement - Update

13. FUTURE AGENDA ITEMS

- a. Discussion in 2020/2021 – 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. Marketing

14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE

15. CLOSED SESSION ANNOUNCEMENT

16. OPEN SESSION

17. ADJOURNMENT

THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M., MONDAY, March 11, 2019

Kathleen Jurasky, District Manager

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

DATE: January 10, 2019

TIME: 2:00 P.M.

PLACE: 31-705 Da Vall Drive, Cathedral City, California 92234

1. CALL TO ORDER The meeting was called to order by Chairperson Pye at 2:02 P.M.

2. ROLL CALL

District Manager Jurasky reported that Trustee Pepper informed her that he is unable to attend today's meeting due to work commitments. Motion was made by Trustee Pye, seconded by Trustee Alcumbrac to excuse Trustee Pepper. Motion carried, vote 3-0 Alcumbrac, Kleindienst and Pye.

She also reported that Trustee Mallotto was running a few minutes late.

Trustee Pye introduced Tim Radigan-Brophy and advised the Board that as a potential new board member she invited him to attend today's meeting.

Present: Jan Pye, Chairperson
William G. Kleindienst, Secretary
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager

Excused: Lenny Pepper, Vice Chairperson

3. PUBLIC COMMENTS – None

4. CONFIRMATION OF AGENDA Motion was made by Trustee Kleindienst, seconded by Trustee Alcumbrac to approve the Agenda as presented. Motion carried; vote 3-0 Alcumbrac, Kleindienst and Pye.

5. CONSENT CALENDAR Motion was made by Trustee Alcumbrac, seconded by Trustee Kleindienst to approve the Consent Calendar as presented. Motion carried, roll call 3-0 Alcumbrac, Kleindienst and Pye.

6. ADMINISTRATIVE CALENDAR a. Strategic Planning Discussion and Approval – Jim McComb, Strategic Planner Mr. McComb explained Phase One "Plan to Plan" and reviewed the items involved in this phase. During the explanations and discussion Trustee Pye stated the Board acted as a whole and all meetings will involve the entire Board.

Trustee Mallotto arrived at 2:05pm

Steve Quintanilla, Quintanilla & Associates arrived at 2:08pm

Mr. McComb presented the Phase One "Plan to Plan" Agenda:

- Providing a formal start to the engagement, and discussing formal communication of the upcoming process to the District
- Determining the roles of staff and any ad hoc planning committee that the board sets up (small boards normally don't have a committee, but certainly can if they wish)

6. ADMINISTRATIVE CALENDAR - continued

Mr. McComb presented the Phase One “Plan to Plan” Agenda continued:

- Defining stakeholder groups – in addition to staff, Trustees, vendors, client families, volunteers, funeral homes, and local government – who are relevant to the outcome of the planning process. Following a discussion Day of the Dead volunteers, Veterans and Committee for Solar Lights were added.
- Noting any jargon or acronyms that Jim should be familiar with
- Scheduling planning sessions and developing a project calendar around vacations, business travel and other known blocks of time when one or more Trustees and/or key staff will be unavailable
- Dissemination of critical background information (not already available on the District website) to Jim by staff, including monthly management reports, Board minutes, budgets, strategic plan progress reports from previous year, and other relevant operating data

Other items discussed:

- Action Plan
- Strategic Management Barometer
- Template to evaluate strategic plan in the future

Following a discussion Mr. McComb stated that he will visit the District website to obtain items needed for the Board Strategic Planning Session #1. He will then email District Manager Jurasky a list of items not found on the website. He then informed the Board of his 2-hour Strategic Thinking Workshop which includes a workbook. He stated that the workshop is not part of the proposal, however he will conduct the workshop at no charge.

District Manager Jurasky requested a copy of the workbook, and Mr. McComb said that he would email her an electronic copy.

Following further discussion Trustee Pye asked that Trustee Kleindienst and District Manager Jurasky review the Strategic Thinking Workshop workbook to determine if participating in the workshop would be beneficial for the Board and District Manager.

The Board thanked Mr. McComb.

b. Rob Dennis, R Dennis Accountancy – Annual Audit Report Deferred to February board meeting

c. District Investment General Overview & Update – Neal Wilson, C & N Financial Neal Wilson presented the investment reports, reviewed the listing of holdings and stated that their amounts had increased by \$176,000.00 since the last statement. He also reviewed and explained the rate of returns, market values, market fluctuations and interest and dividend of the portfolio investments. Following a discussion, the reports were received and filed.

d. CAPC Annual Conference March 7-9, 2019 in Seaside-Monterey Following a discussion motion was made Trustee Alcumbrac, seconded by Trustee Mallotto to approve Trustees and District Manager Jurasky attending CAPC Annual Conference in Seaside-Monterey, CA. This approval is to include all necessary expenses. Motion carried, roll call 4-0, Alcumbrac, Kleindienst, Mallotto and Pye.

7. LEGISLATIVE CALENDAR a. Resolution 1-2019, Adopting a Paid Leave Policy Following a discussion Trustees Kleindienst and Mallotto were appointed to a subcommittee to review this resolution and bring recommendations to the Board at a future meeting.

8. **TRUSTEE SIGNATURES AND ATTORNEY** Trustee and attorney signatures were completed
9. **BOARD DEVELOPMENT** – None
10. **PUBLIC HEARING CALENDAR** – None
11. **COMMITTEES** – None
12. **REPORTS** a. **Trustee Report** – Trustee Alcumbrac thanked the Board and District Manager Jurasky for their wonderful efforts in assembling the binder for her service to the District. She stated that it was truly special and meant a great deal to her.
- b. **District Manager Report** – None
13. **FUTURE AGENDA ITEMS** a. **Discussion in 2020/2021 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken
- b. **Postcard Survey Mailing to the Community to Determine Pre-Planning Needs** No action taken
- c. **Marketing** No action taken
14. **CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** – None
15. **CLOSED SESSION ANNOUNCEMENT**– None
16. **OPEN SESSION**
17. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:41 P.M. The next board meeting is scheduled for 2:00 P.M., Thursday, February 14, 2019.

DATE: _____

William G. Kleindienst, Secretary

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Jan 1, 2019 to Jan 31, 2019

Date	Check #	Line Description	Debit Amount	Credit Amount
1/2/19	22343	DEC 2018 PSCD EMPLOYEE RETIREMENT EXPENSE DEC 2018 EMPLOYEE 403B PAYABLE FOR K JURASK OPPENHEIMER FUNDS SERVICES	597.32 1,846.16	2,443.48
1/2/19	22344	INVOICE IT0000002496 - DATA VPN FOR NOV 2018 INVOICE IT0000002486 - PS FINANCIALS RIVERSIDE COUNTY INFORMATION TECHNOLOGY	9.10 62.20	71.30
1/2/19	22345	GROUND SUPERVISOR & OFFICE CELL PHONE USA SPRINT	124.75	124.75
1/2/19	22346	INVOICE 08L0032777377 - BOTTLE WATER & OTHER READY REFRESH BY NESTLE	46.75	46.75
1/2/19	22347	JANITORIAL SERVICES FOR DECEMBER 2018 JAMILETH MOYA	350.00	350.00
1/2/19	22348	INVOICE 026132 - SERVICE FOR AMERICAS PLAZA F ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
1/2/19	22349	INVOICE IN541117 - COPIER CHARGE FOR PERIOD 1 INVOICE IN539427 - WATER COOLER FOR PERIOD E AIS	66.87 32.63	99.50
1/8/19	22350	SALES TAX 10/1/2018 TO 12/31/2018 ACCOUNT # 023-6 CALIFORNIA DEPT OF TAX & FEE ADMINISTRA	1,095.00	1,095.00
1/8/19	22351	DISTRICT MANAGER CELL PHONE FOR PERIOD EN AT & T MOBILITY	148.79	148.79
1/8/19	22352	INVOICE 11895 - WEB HOSTING FOR 1ST QUARTER, PALMER INTERNET, LLC	135.00	135.00
1/8/19	22353	INVOICE INV000000258994 - OFFICE SECURITY CAM INVOICE INV000000258962 - WELL #2 SECURITY CA ONE RING NETWORKS	138.00 138.00	276.00
1/8/19	22354	INVOICE 1901133 - SECURITY PATROL 01-01 THRU 0 MAXWELL SECURITY SERVICES, INC	725.00	725.00
1/8/19	22355	TRASH SERVICE - JANUARY 2019 BURRTEC WASTE & RECYCLING SVCS	358.17	358.17
1/8/19	22356	INVOICE 56994 - (12) SPARTAN RAISED VASES INVOICE 57023 - (12) NICHE VASES AND RINGS ASCO PACIFIC, INC.	389.35 201.14	590.49
1/8/19	22357	INVOICE 723137 - (6) USA AND (4) CA FLAGS FLAGS "A" FLYING	665.00	665.00
1/8/19	22358	INVOICE 5128 - DECEMBER 2018 LANDSCAPE MAIN LESS \$105.69 FOR (1) GRAY VASE DAMAGED BY MO KIRKPATRICK LANDSCAPING SERVICES	19,642.31	19,642.31
1/9/19	22359	YELLOW PAGE ADVERTISING DEX YP	180.40	180.40

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Date	Check #	Line Description	Debit Amount	Credit Amount
1/9/19	22360	INVOICE 3809543 - COURIER SERVICE 12/18/2018 & 1 INVOICE 3805310 - COURIER SERVICE 12/06/2018 GOLDEN STATE OVERNIGHT	30.86 15.43	46.29
1/9/19	22361	INVOICE 77952754 - JANITORIAL SUPPLIES WAXIE SANITARY SUPPLY	317.46	317.46
1/9/19	22362	WMC USAGE DESERT WATER AGENCY	380.90	380.90
1/10/19	22363	DUES - 2019 CALIFORNIA ASSOC OF PUBLIC CEMETERIES	504.00	504.00
1/10/19	22364	COMPUTER TECH SUPPORT - EMAIL SERVICE DEC ERICH FISCHER	23.00	23.00
1/15/19	22365	INVOICE 6656150 - MONTHLY BILL FOR DECEMBER WESTERN EXTERMINATOR	78.00	78.00
1/15/19	22366	OFFICE PHONE SERVICE FOR PERIOD ENDING 02/0 FRONTIER COMMUNICATIONS	413.64	413.64
1/15/19	22367	ACCOUNT 180819-512108 - BUSINESS ACCOUNT 559833-884768 - COMMERCIAL ACCOUNT 559831-884770 - FIRE PROTECTION ACCOUNT 332245-850914 - WELL REPLENISHMENT COACHELLA VALLEY WATER DIST	16.96 29.50 75.90 1,524.28	1,646.64
1/22/19	22368	ACCOUNT 3-001-6901-55 - WELL #2 FOR PERIOD 12/1 ACCOUNT 3-003-6360-97 WMC FOR PERIOD 12/12/18 ACCOUNT 3-011-5009-75 DAVALL GATE FOR PERIOD ACCOUNT 3-016-9582-84 - WELL #4 FOR PERIOD 12/0 ACCOUNT 3-040-5194-97 ADMIN BUILDING FOR PERI LATE PAYMENT CHARGES SOUTHERN CALIF EDISON CO	505.53 26.13 51.30 2,284.46 692.18 43.53	3,603.13
1/22/19	22369	INVOICE 6730376 - IRRIGATION SYSTEM REPAIR SU INVOICE 6730377 - IRRIGATION SYSTEM REPAIR SU ORDER 9238571 - IRRIGATION SYSTEM REPAIR SUP EWING IRRIGATION PRODUCTS, INC	244.34 16.18 80.84	341.36
1/22/19	22370	INVOICE 01141901 - STRATEGIC PLANNING, FACILI SALJIM ENTERPRISES	1,500.00	1,500.00
1/22/19	22371	INVOICE 71331 - RECODE GARAGE DOOR REMOTE PATTON ENTERPRISES, INC	45.00	45.00
1/22/19	22372	INVOICE IN037901 - (5) #5 LINERS (3) #5 VAULTS (1) #0 LINER DELIVERY FEE WHITED CEMETERY SERVICE	675.00 546.00 123.00 126.00	1,470.00
1/22/19	22373	INVOICE IN545098 - WATER COOLER FOR 01/16/2019 INVOICE IN545793 - COPIER FOR 01/21/2019 TO 02/20/ AIS	32.63 66.87	99.50

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Jan 1, 2019 to Jan 31, 2019

Date	Check #	Line Description	Debit Amount	Credit Amount
1/23/19	22374	INVOICE 026319 - JAN 2019 MONTHLY SERVICE FOR ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
1/23/19	22375	INVOICE IT0000002555 - DATA VPN INVOICE IT0000002549 - PS FINANCIALS RIVERSIDE COUNTY INFORMATION TECHNOLOGY	9.10 74.64	83.74
1/31/19	22376	JAN 2019 PSCD EMPLOYEE RETIREMENT EXPENSE JAN 2019 EMPLOYEE 403B PAYABLE FOR K JURASK OPPENHEIMER FUNDS SERVICES	597.49 1,846.16	2,443.65
1/31/19	22377	JAN 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	214.97	214.97
1/31/19	22378	JAN 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	218.18	218.18
1/31/19	22379	JAN 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	293.80	293.80
1/31/19	22380	JAN 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	226.24	226.24
1/2/19	DEBIT JR	USPS - POSTAGE STAMPS COMPANY DEBIT CARD	100.00	100.00
1/16/19	DEBIT JR	DON & SWEET SUES - STAFF SAFETY MEETING LU COMPANY DEBIT CARD	95.32	95.32
1/30/19	DEBIT JR	VALLEY LOCK & SAFE - GARAGE KEYS COMPANY DEBIT CARD	3.68	3.68
1/7/19	DEBIT KJ	ICLOUD: 200 GB STORAGE PLAN COMPANY DEBIT CARD	2.99	2.99
1/16/19	DEBIT KJ	ADAMS TAX FORMS - EFILE 1099-MISC COMPANY DEBIT CARD	9.22	9.22
1/18/19	DEBIT KJ	USPS - POSTAGE STAMPS COMPANY DEBIT CARD	100.00	100.00
1/18/19	DEBIT KJ	RANCHO MIRAGE CHAMBER - 2019 RAMMY AWAR COMPANY DEBIT CARD	95.00	95.00
1/22/19	DEBIT KJ	GREATER COACHELLA VALLEY CHAMBER - CATH COMPANY DEBIT CARD	59.00	59.00
1/4/19	EDD_TAX	SIT P/R 12/20/2018 TO 01/02/2019 PAID 01/04/2019 SUI P/R 12/20/2018 TO 01/02/2019 PAID 01/04/2019 EMPLOYMENT DEVELOPMENT DEPT	232.81 106.53	339.34
1/18/19	EDD_TAX	SIT P/R 01/03/2019 TO 1/16/2019 PAID 01/18/2019 SDI P/R 01/03/2019 TO 1/16/2019 PAID 01/18/2019 EMPLOYMENT DEVELOPMENT DEPT	235.25 120.61	355.86
1/4/19	EDD_TAX	SUI P/R 12/20/2018 TO 01/02/2019 PAID 01/04/2019 EMPLOYMENT DEVELOPMENT DEPT	660.49	660.49

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Jan 1, 2019 to Jan 31, 2019

Date	Check #	Line Description	Debit Amount	Credit Amount
1/18/19	EDD_TAX	SUI P/R 01/03/2019 TO 1/16/2019 PAID 01/18/2019 EMPLOYMENT DEVELOPMENT DEPT	662.31	662.31
1/4/19	EXPRESS_	FIT P/R 12/20/2018 TO 01/02/2019 PAID 01/04/2019 SOCIAL SECURITY P/R 12/20/2018 TO 01/02/2019 PAID MEDICARE P/R 12/20/2018 TO 01/02/2019 PAID 01/04/2 BANK OF AMERICA	781.07 1,320.97 308.94	2,410.98
1/18/19	EXPRESS_	FIT P/R 01/03/2019 TO 1/16/2019 PAID 01/18/2019 SOCIAL SECURITY P/R 01/03/2019 TO 1/16/2019 PAID MEDICARE P/R 01/03/2019 TO 1/16/2019 PAID 01/18/20 BANK OF AMERICA	792.17 1,495.39 349.71	2,637.27
1/4/19	FEES	P/R 12/20/2018 TO 01/02/2019 PAID 01/04/2019 CBIZ PAYROLL	71.26	71.26
1/18/19	FEES	P/R 01/03/2019 TO 01/16/2019 PAID 01/18/2019 CBIZ PAYROLL	356.88	356.88
	Total		<u>48,961.04</u>	<u>48,961.04</u>

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Feb 1, 2019 to Feb 28, 2019

Date	Check #	Line Description	Debit Amount	Credit Amount
2/1/19	22381	FEB 2019 PSCD EMPLOYEE HEALTH INSURANCE EX FEB 2019 PSCD RETIREE HEALTH INSURANCE EXPE FEB 2019 EMPLOYEE PORTION OF HEALTH INSURA P.E.R.S.	5,277.87 1,184.49 589.32	7,051.68
2/1/19	22382	FEB 2019 PSCD EMPLOYEE DENTAL INSURANCE EX STANDARD INSURANCE COMPANY RB	378.08	378.08
2/1/19	22383	FEB 2019 PSCD EMPLOYEE LIFE INSURANCE EXPEN STANDARD INSURANCE COMPANY RQ	62.40	62.40
2/1/19	22384	FEB 2019 PSCD EMPLOYEE VISION INSURANCE EXP JAN 2019 PSCD EMPLOYEE VISION INSURANCE EXP METLIFE GROUP BENEFITS	63.41 6.87	70.28
2/1/19	22385	EXTRA HEALTH INSURANCE FOR K JURASKY FOR COLONIAL LIFE	203.78	203.78
2/1/19	22386	REPURCHASE OF INTERMENT RIGHTS B-35 #492 MATTHEW THOMPSON	1,550.00	1,550.00
2/1/19	22387	INVOICE 09A0032777377 - BOTTLED WATER & OTHE READY REFRESH BY NESTLE	108.62	108.62
2/1/19	22388	TRASH SERVICE FOR FEB 2019 BURRTEC WASTE & RECYCLING SVCS	358.17	358.17
2/1/19	22389	GROUND SUPERVISOR & OFFICE CELL PHONES FO SPRINT	128.57	128.57
2/1/19	22390	JANITORIAL SERVICES FOR JANUARY 2019 JAMILETH MOYA	350.00	350.00
2/1/19	22391	INVOICE 26070 - WELL EXTENDED WARRANTY DAI DESERT ALARM INC	179.85	179.85
2/1/19	22392	ANNUAL CONFERENCE - HOSPITALITY SPONSOR ANNUAL CONFERENCE - K JURASKY MARCH 7-9, 20 ANNUAL CONFERENCE - J PYE MARCH 7-9, 2019 CALIFORNIA ASSOC OF PUBLIC CEMETERIES	200.00 510.00 420.00	1,130.00
2/6/19	22393	INVOICE INV000000261314 - OFFICE SECURITY CAM INVOICE INV000000261364 - WELL #2 SECURITY CA ONE RING NETWORKS	138.00 138.00	276.00
2/6/19	22394	DISTRICT MANAGER CELL PHONE FOR PERIOD EN AT & T MOBILITY	154.39	154.39
2/6/19	22395	YELLOW PAGES ADVERTISING DEX YP	182.30	182.30
2/6/19	22396	INVOICE 57297 - (12) TRION FLUSH & (12) SPARTAN ASCO PACIFIC, INC.	818.31	818.31
2/6/19	22397	INVOICE 1902133 - SECURITY PATROL 02-01 THRU 0 MAXWELL SECURITY SERVICES, INC	725.00	725.00

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Cash Disbursements Journal
For the Period From Feb 1, 2019 to Feb 28, 2019

Date	Check #	Line Description	Debit Amount	Credit Amount
2/6/19	22398	INVOICE IN038054 - (10) #5 LINERS & (1) B VAULT WHITED CEMETERY SERVICE	1,620.00	1,620.00
2/6/19	22399	INVOICE 839625470 - CA HEALTH & SAFETY CODES THOMSON REUTERS - WEST	205.53	205.53
2/6/19	22400	INVOICE 5157 - LANDSCAPE MAINTENANCE SERVI INVOICE 5195 - SUNDAY 1/13/19 BURIAL KIRKPATRICK LANDSCAPING SERVICES	19,748.00 522.00	20,270.00
2/6/19	22401	INVOICE 02011901 - STRATEGIC PLANNING - PHASE SALJIM ENTERPRISES	3,000.00	3,000.00
2/6/19	22402	INV 3116 & 3118 (REPLACES CHECK 22272 DATED 11/ EWING IRRIGATION PRODUCTS, INC	143.59	143.59
2/6/19	22403	INVOICE 71676 - RESET MOTOR ON DA VALL GATE PATTON ENTERPRISES, INC	125.00	125.00
2/14/19	22404	INVOICE 1901-017 - JANUARY MAINTENANCE ON W INVOICE 1901-020 - REPLACE LIQUID PRESSURE GA INVOICE 1901-018 - REPLACE ELECTRIC RELAY AN SOUTH WEST PUMP & DRILLING, INC	150.00 21.75 359.20	530.95
2/14/19	22405	ACCOUNT 332245-850914 WELL REPLENISHMENT COACHELLA VALLEY WATER DIST	1,682.46	1,682.46
2/14/19	22406	INVOICE 6736518 - JANUARY SERVICE WESTERN EXTERMINATOR	78.00	78.00
2/14/19	22407	WMC USAGE DESERT WATER AGENCY	297.74	297.74
2/14/19	22408	OFFICE PHONE FOR PERIOD 02/07/19 TO 03/06/19 FRONTIER COMMUNICATIONS	436.06	436.06
2/14/19	22409	CAPC 2019-2020 MEMBERSHIP DIRECTORIES (5) AD CALIFORNIA ASSOC OF PUBLIC CEMETERIES	50.00	50.00
2/14/19	22410	INVOICE 5222 SATURDAY BURIAL 1/19/19 SATURDAY BURIAL 2/02/19 SATURDAY BURIAL 2/09/19 KIRKPATRICK LANDSCAPING SERVICES	348.00 348.00 348.00	1,044.00
2/14/19	22411	BURIAL RIGHT REPURCHASE B-22 #21 - RECEIPT 26 ARLENE HUETTNER	20.00	20.00
2/19/19	22412	ACCOUNT 3-001-6901-55 WELL#2 FOR PERIOD 01/11/1 ACCOUNT 3-003-6360-97 WMC FOR PERIOD 01/11/19 ACCOUNT 3-011-5009-75 DAVALL GATE FOR PERIOD ACCOUNT 3-016-9582-84 WELL#4 FOR PERIOD 01/09/1 ACCOUNT 3-040-5194-97 ADMIN BUILDING FOR PERI SOUTHERN CALIF EDISON CO	289.90 27.95 52.75 1,886.71 651.88	2,909.19
2/19/19	22413	ACCOUNT 559831-884770 - FIRE PROTECTION ACCOUNT 180819-512108 - BUSINESS ACCOUNT 559833-884768 - ADMIN BUILDING	75.90 16.96 26.86	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Feb 1, 2019 to Feb 28, 2019

Date	Check #	Line Description	Debit Amount	Credit Amount
		COACHELLA VALLEY WATER DIST		119.72
2/19/19	22414	VISIONARY AWARDS LUNCH - APRIL 1, 2019 WELL IN THE DESERT	100.00	100.00
2/20/19	22415	VISIONARY AWARDS LUNCH - APRIL 1, 2019 FOR JA WELL IN THE DESERT	100.00	100.00
2/27/19	22416	INVOICE 6833587 - IRRIGATION SYSTEM REPAIR SU INVOICE 6872322 - IRRIGATION SYSTEM REPAIR SU EWING IRRIGATION PRODUCTS, INC	56.66 149.05	205.71
2/27/19	22417	INVOICE 3823489 - COURIER SERVICE 1/11/19 INVOICE 3843283 - COURIER SERVICE 2/8/19 GOLDEN STATE OVERNIGHT	16.10 16.03	32.13
2/27/19	22418	INVOICE 71942 - REPAIRS TO WROUGHT IRON FEN PATTON ENTERPRISES, INC	750.00	750.00
2/27/19	22419	WATER RIGHT G333008 (WELL #4) WATER RIGHT G331534 (WELL #2) STATE WTR RESOURCES CNTRL BRD	50.00 50.00	100.00
2/27/19	22420	INVOICE 5234 - SATURDAY BURIAL 2/16/19 9:00 SATURDAY BURIAL 2/16/19 11:30 SUNDAY BURIAL 2/17/19 KIRKPATRICK LANDSCAPING SERVICES	348.00 348.00 522.00	1,218.00
2/27/19	22421	INVOICE IN552400 - WATER COOLER FOR PERIOD 2 INVOICE IN553732 - COPIER MAINTENANCE FOR PE AIS	32.63 66.87	99.50
2/27/19	22422	INVOICE 026515 - FEB 2019 MONTHLY SERVICE FOR ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
2/27/19	22423	ACCOUNT 27923 - DUES 02/01/2019 TO 01/31/2020 GREATER PALM SPRINGS CVB	300.00	300.00
2/27/19	22424	REFUND AMOUNT OVERCHARGED FOR HEADSTON ROSARIO LUNA	50.00	50.00
2/27/19	22425	REPURCHASE INTERMENT RIGHT TO SITE A-31 #10 ENDOWMENT CARE DEPOSITS ARE NON-REFUNDA LEILA PRAVORNE	600.00	600.00
2/28/19	22426	FEB 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FEB 2019 EMPLOYEE 403B PAYABLE FOR K JURASK OPPENHEIMER FUNDS SERVICES	566.84 1,846.16	2,413.00
2/28/19	22427	FEB 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	222.74	222.74
2/28/19	22428	FEB 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	218.86	218.86
2/28/19	22429	FEB 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	284.04	284.04

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Feb 1, 2019 to Feb 28, 2019

Date	Check #	Line Description	Debit Amount	Credit Amount
2/28/19	22430	FEB 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	226.59	226.59
2/6/19	DEBIT JR	PALM SPRINGS WELDING - CHAIN REPAIR COMPANY DEBIT CARD	25.00	25.00
2/4/19	DEBIT JR	HOME DEPOT - ROOF TURPINE AND SOLO PISTON COMPANY DEBIT CARD	127.79	127.79
2/7/19	DEBIT JR	USPS - CERTIFIED MAIL COMPANY DEBIT CARD	6.85	6.85
2/14/19	DEBIT JR	DOMINOS - STAFF LUNCH COMPANY DEBIT CARD	33.11	33.11
2/20/19	DEBIT JR	PIZZA HUT - STAFF SAFETY MEETING LUNCH 2/20/1 COMPANY DEBIT CARD	74.72	74.72
2/21/19	DEBIT JR	HOME DEPOT - SWIVEL BOLT & ROPE COMPANY DEBIT CARD	19.27	19.27
2/5/19	DEBIT KJ	STATER BROS - OFFICE SUPPLIES COMPANY DEBIT CARD	26.41	26.41
2/11/19	DEBIT KJ	CVS - CANDY FOR BOT MEETINGS COMPANY DEBIT CARD	11.98	11.98
2/7/19	DEBIT KJ	CLASSIC CLUB - STRATEGIC PLANNING MEETING COMPANY DEBIT CARD	274.12	274.12
2/8/19	DEBIT KJ	ICLOUD: 200GB STORAGE PLAN COMPANY DEBIT CARD	2.99	2.99
2/19/19	DEBIT KJ	ASSOCIATION OF FUNDRAISING PROFESSIONALS - COMPANY DEBIT CARD	45.00	45.00
2/19/19	DEBIT KJ	RANCHO MIRAGE CHAMBER MIXER - 2/19/2019 COMPANY DEBIT CARD	5.00	5.00
2/27/19	DEBIT KJ	SMART & FINAL - OFFICE SUPPLIES COMPANY DEBIT CARD	43.51	43.51
2/6/19	DEBIT KJ	AMERICAN AIRLINES - TRAVEL TO CAPC ANNUAL COMPANY DEBIT CARD	679.00	679.00
2/6/19	DEBIT KJ	AMERICAN AIRLINES - TRAVEL TO CAPC ANNUAL COMPANY DEBIT CARD	662.00	662.00
2/1/19	EDD_TAX	SIT P/R 01/17/2019 TO 01/30/2019 PAID 02/01/2019 SDI P/R 01/17/2019 TO 01/30/2019 PAID 02/01/2019 EMPLOYMENT DEVELOPMENT DEPT	235.30 107.37	342.67
2/15/19	EDD_TAX	SIT P/R 01/31/2019 TO 02/13/2019 PAID 02/15/2019 SDI P/R 01/31/2019 TO 02/13/2019 PAID 02/15/2019 EMPLOYMENT DEVELOPMENT DEPT	236.16 113.44	349.60

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Feb 1, 2019 to Feb 28, 2019

Date	Check #	Line Description	Debit Amount	Credit Amount
2/28/19	EDD_TAX	SIT P/R 02/14/2019 TO 02/27/2019 PAID 03/01/2019 SDI P/R 02/14/2019 TO 02/27/2019 PAID 03/01/2019 EMPLOYMENT DEVELOPMENT DEPT	232.81 114.72	347.53
2/1/19	EDD_TAX	SUI P/R 01/17/2019 TO 01/30/2019 PAID 02/01/2019 EMPLOYMENT DEVELOPMENT DEPT	419.58	419.58
2/15/19	EDD_TAX	SUI P/R 01/31/2019 TO 02/13/2019 PAID 02/15/2019 EMPLOYMENT DEVELOPMENT DEPT	379.43	379.43
2/28/19	EDD_TAX	SUI P/R 02/14/2019 TO 02/27/2019 PAID 03/01/2019 EMPLOYMENT DEVELOPMENT DEPT	126.15	126.15
2/1/19	EXPRESS_	FIT P/R 01/17/2019 TO 01/30/2019 PAID 02/01/2019 SOCIAL SECURITY P/R 01/17/2019 TO 01/30/2019 PAID MEDICARE P/R 01/17/2019 TO 01/30/2019 PAID 02/01/2 BANK OF AMERICA	789.78 1,331.40 311.39	2,432.57
2/15/19	EXPRESS_	FIT P/R 01/31/2019 TO 02/13/2019 PAID 02/15/2019 SOCIAL SECURITY P/R 01/31/2019 TO 02/13/2019 PAID MEDICARE P/R 01/31/2019 TO 02/13/2019 PAID 02/15/2 BANK OF AMERICA	869.60 1,406.72 328.99	2,605.31
2/28/19	EXPRESS_	FIT P/R 02/14/2019 TO 02/27/2019 PAID 03/01/2019 SOCIAL SECURITY P/R 02/14/2019 TO 02/27/2019 PAID MEDICARE P/R 02/14/2019 TO 02/27/2019 PAID 03/01/2 BANK OF AMERICA	851.29 1,422.44 332.67	2,606.40
2/1/19	FEES	P/R 01/17/2019 TO 01/30/2019 PAID 02/01/2019 CBIZ PAYROLL	71.26	71.26
2/15/19	FEES	P/R 01/31/2019 TO 02/13/2019 PAID 02/15/2019 CBIZ PAYROLL	84.34	84.34
2/28/19	FEES	P/R 02/14/2019 TO 02/27/2019 PAID 03/01/2019 CBIZ PAYROLL	77.85	77.85
	Total		65,109.68	65,109.68

PALM SPRINGS CEMETERY DISTRICT
Payroll Disbursement Journal-General Fund
For the Period From January 1, 2019 to February 28, 2019

Date	Reference	Employee	Amount
4430	1/4/2019	KATHLEEN JURASKY	2,314.35
4431	1/4/2019	JUAN F. REYNA	1,638.96
4432	1/4/2019	STEPHANIE C. LOZANO	1,242.09
4433	1/4/2019	SCOTT W. VICKREY	1,283.99
4434	1/4/2019	EDGAR F. ARCHILLA	1,292.37
4441	1/18/2019	KATHLEEN JURASKY	2,314.35
4442	1/18/2019	KATHLEEN JURASKY	400.00
4443	1/18/2019	JUAN F. REYNA	1,049.64
4444	1/18/2019	JUAN F. REYNA	127.42
4445	1/18/2019	STEPHANIE C. LOZANO	1,242.09
4446	1/18/2019	SCOTT W. VICKREY	1,283.99
4447	1/18/2019	EDGAR F. ARCHILLA	1,380.23
4448	1/18/2019	JANE ALCUMBRAC	164.06
4449	1/18/2019	WILLIAM G. KLEINDIENST	164.06
4450	1/18/2019	LYNN T. MALLOTTO	164.06
4451	1/18/2019	JAN M. PYE	164.06
1/1/19 thru 1/31/19			16,225.72
4457	2/1/2019	KATHLEEN JURASKY	2,314.35
4458	2/1/2019	JUAN F. REYNA	1,638.97
4459	2/1/2019	STEPHANIE C. LOZANO	1,249.17
4460	2/1/2019	SCOTT W. VICKREY	1,287.66
4461	2/1/2019	EDGAR F. ARCHILLA	1,347.29
4467	2/15/2019	KATHLEEN JURASKY	2,314.34
4468	2/15/2019	JUAN F. REYNA	1,049.64
4469	2/15/2019	STEPHANIE C. LOZANO	1,242.09
4470	2/15/2019	SCOTT W. VICKREY	1,283.99
4471	2/15/2019	EDGAR F. ARCHILLA	1,339.91
4472	2/15/2019	BARY A. FREET	164.06
4473	2/15/2019	WILLIAM G. KLEINDIENST	164.05
4474	2/15/2019	JAN M. PYE	164.05
4480	2/28/2019	KATHLEEN JURASKY	2,314.34
4481	2/28/2019	KATHLEEN JURASKY	400.00
4482	2/28/2019	JUAN F. REYNA	1,638.97
4483	2/28/2019	JUAN F. REYNA	347.49
4484	2/28/2019	STEPHANIE C. LOZANO	1,242.08
4485	2/28/2019	SCOTT W. VICKREY	1,283.99
4486	2/28/2019	EDGAR F. ARCHILLA	1,222.15
2/1/19 thru 2/28/19			24,008.59

**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP
JANUARY/FEBRUARY 2019**

January Cash Disbursement Journal		48,961.04
January Payroll Disbursement Journal		16,225.72
February Cash Disbursement Journal		65,109.68
February Payroll Disbursement Journal		24,008.59
TOTAL PSCD DISBURSEMENTS		<u>154,305.03</u>
 TOTAL GENERAL FUND EXPENDITURES		 <u>154,305.03</u>
January Payment Voucher # 1625	38,175.37	
January Payment Voucher # 1626	27,011.39	
February Payment Voucher # 1627	64,380.23	
February Payment Voucher # 1628	<u>22,484.93</u>	
	<u>152,051.92</u>	
 Lot Repurchases:		
Thompson - check 22386	1,550.00	
Huettner - check 22411	20.00	
Pravorne - check 22425	<u>600.00</u>	
	<u>2,170.00</u>	
 Refund Paid:		
Luna - check 22424 (overcharge of headstone setting fee)	50.00	
 Refund Received:		
Dominos 2/22/2019 (non-delivery of staff lunch)	33.11	
 TOTAL ACO EXPENDITURES		 <u>0.00</u>
 PET CEMETERY DRAWDOWNS		 <u>0.00</u>
Loan Amount:	25,000.00	
Current Balance Remaining:	14,853.80	
 TOTAL JANUARY & FEBRUARY 2019 DISBURSEMENTS		 <u>154,305.03</u>

**PALM SPRINGS CEMETERY DISTRICT
SITE SALES & INTERMENTS
February 2019**

SALES

	Prior Months		February		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	40	0	8	0	48	0	34	0
Adult, A&B	33	0	10	0	43	0	48	0
Premium	46	0	8	0	54	0	74	0
Child	5	0	0	0	5	0	1	0
Cremation	20	0	6	0	26	0	16	0
Niche	25	0	1	0	26	0	18	0
TOTALS	169	0	33	0	202	0	191	0

LOT REPURCHASES

	Prior Months		February		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	5	0	2	0	7	0	4	0
Cremation	4	0	1	0	5	0	2	0
Niche	0	0	0	0	0	0	1	0
TOTALS	9	0	3	0	12	0	7	0

TOTAL INTERMENTS

	Prior Months		February		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	93	1	21	0	114	1	123	1
Child	5	0	0	0	5	0	1	0
Cremation	30	3	4	1	34	4	27	1
Niche	13	0	2	0	15	0	13	0
TOTALS	141	4	27	1	168	5	164	2

SATURDAY INTERMENTS

	Prior Months		February		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	9	0	4	0	13	0	6	0
Child	1	0	0	0	1	0	0	0
Cremation	6	1	0	0	6	1	2	0
Niche	0	0	0	0	0	0	1	0
TOTALS	16	1	4	0	20	1	9	0

SUNDAY INTERMENTS

	Prior Months		February		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	3	0	1	0	4	0	5	0
Child	0	0	0	0	0	0	0	0
Cremation	1	0	0	0	1	0	1	0
Niche	0	0	0	0	0	0	1	0
TOTALS	4	0	1	0	5	0	7	0

**PALM SPRINGS CEMETERY DIST
INCOME STATEMENT - GENERAL FUND
FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 2019**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
OPEN AND CLOSE	27,790.00	23,900.00	3,890.00	179,525.00	195,620.00	(16,095.00)
MISC SPECIAL SET-UP	125.00	225.00	(100.00)	1,350.00	1,775.00	(425.00)
RETURNED CHECK BANK CHARGE	0.00	50.00	(50.00)	30.00	50.00	(20.00)
INTEREST RECEIVED	2.25	10.95	(8.70)	31.63	30.52	1.11
LAND LEASE	5,492.23	5,265.79	226.44	43,937.84	42,126.32	1,811.52
CREDIT CARD CONVEN FEE	526.99	223.22	303.77	3,229.97	2,682.78	547.19
SAT INTERMENT SURCHARGE	2,700.00	5,500.00	(2,800.00)	15,150.00	9,700.00	5,450.00
SUN INTERMENT SURCHARGE	1,100.00	0.00	1,100.00	5,200.00	6,325.00	(1,125.00)
WITNESS GRAVE CLOSING	900.00	1,250.00	(350.00)	6,700.00	6,900.00	(200.00)
TAX COLLECTIONS	4,021.28	0.00	4,021.28	176,263.13	171,189.11	5,074.02
VAULTS	705.00	780.00	(75.00)	6,645.00	6,850.00	(205.00)
CREMATION VAULTS	360.00	450.00	(90.00)	2,970.00	2,365.00	605.00
LINERS	2,880.00	1,800.00	1,080.00	14,035.00	14,100.00	(65.00)
GRAVE VASES	930.00	550.00	380.00	6,148.80	5,168.75	980.05
ENR SURCHARGE	3,540.00	4,060.00	(520.00)	29,640.00	28,755.00	885.00
LOT TRANSFERS	0.00	600.00	(600.00)	1,000.00	900.00	100.00
COUNTY INTEREST INCOME	0.00	0.00	0.00	551.27	444.94	106.33
HANDLING FEE	9,530.00	7,815.00	1,715.00	56,780.00	60,095.00	(3,315.00)
PRENEED CONTRACT SERVICE CHG	600.00	1,000.00	(400.00)	6,400.00	7,100.00	(700.00)
VASE/HDSTN SET & CLEAN	4,500.00	2,670.00	1,830.00	29,680.00	29,505.00	175.00
TOTAL REVENUE	65,702.75	56,149.96	9,552.79	585,267.64	591,682.42	(6,414.78)
EXPENSES						
REGULAR SALARIES	33,430.94	20,310.17	13,120.77	206,374.58	185,697.27	20,677.31
BOT MEETING COMPENSATION	359.18	1,257.13	(897.95)	7,183.60	8,620.32	(1,436.72)
BOT CONFERENCES	420.00	0.00	420.00	2,145.00	358.81	1,786.19
BOT EDUCATION & VOCATIONAL	0.00	(95.00)	95.00	0.00	0.00	0.00
BOT TRAVEL & EXPENSES	662.00	0.00	662.00	662.00	0.00	662.00
RETIREMENT/PENSION	1,519.07	1,421.72	97.35	13,625.12	12,876.35	748.77
FICA	2,080.27	1,327.37	752.90	13,152.34	11,964.35	1,187.99
MEDICARE	486.51	310.44	176.07	3,075.95	2,798.12	277.83
EMPLOYEE GROUP INSURANCE	5,788.63	5,329.41	459.22	43,605.62	44,367.34	(761.72)
RETIREE GROUP INSURANCE	602.83	1,146.90	(544.07)	8,668.72	8,897.00	(228.28)
UNEMPLOYMENT INSURANCE	925.16	809.65	115.51	2,626.53	2,514.46	112.07
WORKERS COMP INSURANCE	586.29	705.42	(119.13)	4,454.70	5,469.78	(1,015.08)
ELECTRICITY	2,909.19	1,670.31	1,238.88	37,018.46	36,685.80	332.66
TELEPHONE	719.02	499.50	219.52	5,424.02	5,188.89	235.13
WATER	2,099.92	1,679.03	420.89	31,639.31	23,459.35	8,179.96
COMMUNITY OUTREACH	250.00	55.00	195.00	1,068.13	2,091.27	(1,023.14)
VISA-MASTER CHG FEES	756.04	695.21	60.83	5,942.67	4,792.12	1,150.55
COUNTY SERVICE CHARGE	43.72	114.34	(70.62)	661.00	709.94	(48.94)
EDUCATION	0.00	0.00	0.00	254.99	0.00	254.99
GENERAL INSURANCE	1,494.09	1,372.75	121.34	11,952.72	10,982.00	970.72
LEGAL	0.00	1,498.00	(1,498.00)	6,005.50	3,094.00	2,911.50
LOT REPURCHASE	2,170.00	345.00	1,825.00	7,470.08	8,025.00	(554.92)
OFFICE EXPENSE	1,121.71	671.17	450.54	14,101.75	9,760.27	4,341.48
TRAVEL & CONVENTION	1,189.00	594.27	594.73	3,974.83	3,293.07	681.76
UNIFORMS & SAFETY EQUIPMENT	0.00	0.00	0.00	78.56	1,119.88	(1,041.32)
MTG EXP & SUPPLIES	3,286.10	0.00	3,286.10	5,870.84	0.00	5,870.84
CONTRIBUTIONS	200.00	0.00	200.00	200.00	200.00	0.00
AUDIT	0.00	680.00	(680.00)	6,750.00	7,480.00	(730.00)
ADVERTISING/PUBLICITY	182.30	180.40	1.90	1,790.10	2,514.40	(724.30)
MEMBERSHIP & DUES	300.00	300.00	0.00	5,679.36	4,137.39	1,541.97
AUTO TRUCK EXPENSE	0.00	0.00	0.00	1,059.64	914.79	144.85
LARGE EQUIPMENT REPAIRS	0.00	0.00	0.00	0.00	125.06	(125.06)
EQUIPMENT REPAIRS	25.00	0.00	25.00	250.00	40.00	210.00
IRRIGATION SYSTEM REPAIRS	205.71	0.00	205.71	2,047.94	1,188.40	859.54
FERTILIZER AND SEED	0.00	0.00	0.00	7,422.19	7,103.41	318.78
GASOLINE, OIL, TIRES	0.00	0.00	0.00	1,397.02	2,229.56	(832.54)
PLANT & BUILDING	2,549.76	1,705.32	844.44	15,185.55	12,896.64	2,288.91
TOOLS & SUPPLIES	19.27	157.54	(138.27)	357.47	1,046.24	(688.77)
GRAVE LINERS & VAULTS	1,620.00	1,646.00	(26.00)	18,942.73	19,191.68	(248.95)
GRAVE VASES	818.31	0.00	818.31	3,132.12	2,807.82	324.30
CONTRACT TREE/GARDEN MAINTNCE	19,748.00	19,748.00	0.00	137,744.11	137,802.36	(58.25)
CONTRACT BURIALS	2,784.00	0.00	2,784.00	6,786.00	4,002.00	2,784.00
SECURITY CAMERA EXPENSE	138.00	138.00	0.00	966.00	1,104.00	(138.00)
DMP GROUNDS SECURITY	725.00	725.00	0.00	5,800.00	5,800.00	0.00
TOTAL EXPENSES	(92,215.02)	(66,998.05)	(25,216.97)	(652,547.25)	(603,349.14)	(49,198.11)
NET CHANGE FROM OPERATIONS	(26,512.27)	(10,848.09)	(15,664.18)	(67,279.61)	(11,666.72)	(55,612.89)
OTHER REVENUE & EXPENSE						
RESERVES TRANSFERRED IN	0.00	475.00	(475.00)	28,865.08	2,455,475.00	(2,426,609.92)
REVENUE TRANSFER OUT	0.00	2,425,000.00	(2,425,000.00)	0.00	2,425,000.00	(2,425,000.00)
TOTAL OTHER REVENUE & EXPENSE	0.00	(2,424,525.00)	2,424,525.00	28,865.08	30,475.00	(1,609.92)
NET CHANGE	(26,512.27)	(2,435,373.09)	2,408,860.82	(38,414.53)	18,808.28	(57,222.81)

PALM SPRINGS CEMETERY DIST
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND
FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 2019

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
REVENUE						
OPEN AND CLOSE	27,790.00	25,374.00	2,416.00	179,525.00	304,485.00	(124,960.00)
MISC SPECIAL SET-UP	125.00	233.00	(108.00)	1,350.00	2,800.00	(1,450.00)
RETURNED CHECK BANK CHARGE	0.00	4.00	(4.00)	30.00	50.00	(20.00)
INTEREST RECEIVED	2.25	3.00	(0.75)	31.63	35.00	(3.37)
LAND LEASE	5,492.23	5,492.00	0.23	43,937.84	65,907.00	(21,969.16)
CREDIT CARD CONVEN FEE	526.99	383.00	143.99	3,229.97	4,600.00	(1,370.03)
SAT INTERMENT SURCHARGE	2,700.00	1,506.00	1,194.00	15,150.00	18,075.00	(2,925.00)
SUN INTERMENT SURCHARGE	1,100.00	823.00	277.00	5,200.00	9,870.00	(4,670.00)
WITNESS GRAVE CLOSING	900.00	983.00	(83.00)	6,700.00	11,800.00	(5,100.00)
TAX COLLECTIONS	4,021.28	26,945.00	(22,923.72)	176,263.13	323,339.00	(147,075.87)
VAULTS	705.00	1,346.00	(641.00)	6,645.00	16,150.00	(9,505.00)
CREMATION VAULTS	360.00	0.00	360.00	2,970.00	0.00	2,970.00
LINERS	2,880.00	1,834.00	1,046.00	14,035.00	22,005.00	(7,970.00)
GRAVE VASES	930.00	717.00	213.00	6,148.80	8,600.00	(2,451.20)
MEMORIAL WALL INCOME	0.00	17.00	(17.00)	0.00	200.00	(200.00)
ENR SURCHARGE	3,540.00	3,804.00	(264.00)	29,640.00	45,650.00	(16,010.00)
LOT TRANSFERS	0.00	125.00	(125.00)	1,000.00	1,500.00	(500.00)
COUNTY INTEREST INCOME	0.00	13.00	(13.00)	551.27	150.00	401.27
HANDLING FEE	9,530.00	7,857.00	1,673.00	56,780.00	94,289.00	(37,509.00)
PRENEED CONTRACT SERVICE CHG	600.00	975.00	(375.00)	6,400.00	11,700.00	(5,300.00)
VASE/HDSTN SET & CLEAN	4,500.00	4,039.00	461.00	29,680.00	48,465.00	(18,785.00)
TOTAL REVENUE	65,702.75	82,473.00	(16,770.25)	585,267.64	989,670.00	(404,402.36)
EXPENSES						
REGULAR SALARIES	33,430.94	25,762.00	7,668.94	206,374.58	309,141.00	(102,766.42)
BOT MEETING COMPENSATION	359.18	1,122.00	(762.82)	7,183.60	13,469.00	(6,285.40)
BOT CONFERENCES	420.00	333.00	87.00	2,145.00	4,000.00	(1,855.00)
BOT TRAVEL & EXPENSES	662.00	375.00	287.00	662.00	4,500.00	(3,838.00)
TEMPORARY HELP	0.00	333.00	(333.00)	0.00	4,000.00	(4,000.00)
RETIREMENT/PENSION	1,519.07	1,723.00	(203.93)	13,625.12	20,675.00	(7,049.88)
FICA	2,080.27	1,646.00	434.27	13,152.34	19,752.00	(6,599.66)
MEDICARE	486.51	348.00	138.51	3,075.95	4,176.00	(1,100.05)
EMPLOYEE GROUP INSURANCE	5,788.63	6,602.00	(813.37)	43,605.62	79,220.00	(35,614.38)
RETIREE GROUP INSURANCE	602.83	0.00	602.83	8,668.72	0.00	8,668.72
UNEMPLOYMENT INSURANCE	925.16	283.00	642.16	2,626.53	3,395.00	(768.47)
WORKERS COMP INSURANCE	586.29	694.00	(107.71)	4,454.70	8,333.00	(3,878.30)
ELECTRICITY	2,909.19	4,771.00	(1,861.81)	37,018.46	57,251.00	(20,232.54)
TELEPHONE	719.02	667.00	52.02	5,424.02	8,000.00	(2,575.98)
WATER	2,099.92	2,917.00	(817.08)	31,639.31	35,000.00	(3,360.69)
COMMUNITY OUTREACH	250.00	333.00	(83.00)	1,068.13	4,000.00	(2,931.87)
VISA-MASTER CHG FEES	756.04	642.00	114.04	5,942.67	7,700.00	(1,757.33)
RETURNED CHECK	0.00	4.00	(4.00)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	43.72	100.00	(56.28)	661.00	1,200.00	(539.00)
EDUCATION	0.00	50.00	(50.00)	254.99	600.00	(345.01)
GENERAL INSURANCE	1,494.09	1,573.00	(78.91)	11,952.72	18,873.00	(6,920.28)
LEGAL	0.00	583.00	(583.00)	6,005.50	7,000.00	(994.50)
LOT REPURCHASE	2,170.00	542.00	1,628.00	7,470.08	6,500.00	970.08
OFFICE EXPENSE	1,121.71	1,458.00	(336.29)	14,101.75	17,500.00	(3,398.25)
TRAVEL & CONVENTION	1,189.00	917.00	272.00	3,974.83	11,000.00	(7,025.17)
UNIFORMS & SAFETY EQUIPMENT	0.00	100.00	(100.00)	78.56	1,200.00	(1,121.44)
MTG EXP & SUPPLIES	3,286.10	25.00	3,261.10	5,870.84	300.00	5,570.84
CONTRIBUTIONS	200.00	42.00	158.00	200.00	500.00	(300.00)
AUDIT	0.00	658.00	(658.00)	6,750.00	7,900.00	(1,150.00)
ADVERTISING/PUBLICITY	182.30	833.00	(650.70)	1,790.10	10,000.00	(8,209.90)
MEMBERSHIP & DUES	300.00	383.00	(83.00)	5,679.36	4,600.00	1,079.36
AUTO TRUCK EXPENSE	0.00	83.00	(83.00)	1,059.64	1,000.00	59.64
LARGE EQUIPMENT REPAIRS	0.00	292.00	(292.00)	0.00	3,500.00	(3,500.00)
EQUIPMENT REPAIRS	25.00	42.00	(17.00)	250.00	500.00	(250.00)
IRRIGATION SYSTEM REPAIRS	205.71	833.00	(627.29)	2,047.94	10,000.00	(7,952.06)
FERTILIZER AND SEED	0.00	896.00	(896.00)	7,422.19	10,750.00	(3,327.81)
GASOLINE, OIL, TIRES	0.00	458.00	(458.00)	1,397.02	5,500.00	(4,102.98)
PLANT & BUILDING	2,549.76	1,750.00	799.76	15,185.55	21,000.00	(5,814.45)
ROAD MAINTENANCE	0.00	6,208.00	(6,208.00)	0.00	74,500.00	(74,500.00)
TOOLS & SUPPLIES	19.27	250.00	(230.73)	357.47	3,000.00	(2,642.53)
GRAVE LINERS & VAULTS	1,620.00	2,934.00	(1,314.00)	18,942.73	35,200.00	(16,257.27)
GRAVE VASES	818.31	325.00	493.31	3,132.12	3,900.00	(767.88)
CONTRACT TREE/GARDEN MAINTNCE	19,748.00	19,748.00	0.00	137,744.11	236,976.00	(99,231.89)
CONTRACT BURIALS	2,784.00	732.00	2,052.00	6,786.00	8,775.00	(1,989.00)
SECURITY CAMERA EXPENSE	138.00	213.00	(75.00)	966.00	2,550.00	(1,584.00)
DMP GROUNDS SECURITY	725.00	725.00	0.00	5,800.00	8,700.00	(2,900.00)
TOTAL EXPENSES	92,215.02	91,308.00	907.02	652,547.25	1,095,686.00	(443,138.75)
NET CHANGE FROM OPERATIONS	(26,512.27)	(8,835.00)	(17,677.27)	(67,279.61)	(106,016.00)	38,736.39
OTHER REVENUE & EXPENSE	0.00	7,042.00	(7,042.00)	28,865.08	84,500.00	(55,634.92)
RESERVES TRANSFERRED IN						
NET CHANGE	(26,512.27)	(1,793.00)	(24,719.27)	(38,414.53)	(21,516.00)	(16,898.53)

**ACCUMULATIVE CAPITAL OUTLAY
INCOME STATEMENT
FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 2019**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
BURIAL RIGHT SALES	26,310.00	26,735.00	(425.00)	165,590.00	159,720.00	5,870.00
CURRENT INTEREST & DIVIDENDS	1,701.58	547.76	1,153.82	13,354.62	7,656.76	5,697.86
COUNTY INTEREST INCOME	0.00	704.12	(704.12)	952.21	2,203.60	(1,251.39)
GAIN/INVEST FAIR VALUE INCREAS	8,395.10	(3,820.12)	12,215.22	4,927.55	(13,749.22)	18,676.77
TOTAL REVENUE	<u>36,406.68</u>	<u>24,166.76</u>	<u>12,239.92</u>	<u>184,824.38</u>	<u>155,831.14</u>	<u>28,993.24</u>
	<u>36,406.68</u>	<u>24,166.76</u>	<u>12,239.92</u>	<u>184,824.38</u>	<u>155,831.14</u>	<u>28,993.24</u>
EXPENSES						
INVESTMENT ADVISOR FEES	1,149.07	0.00	1,149.07	3,438.81	2,338.93	1,099.88
COUNTY SERVICE CHARGE	2.89	0.00	2.89	2.89	5.44	(2.55)
TOTAL EXPENSES	<u>(1,151.96)</u>	<u>0.00</u>	<u>(1,151.96)</u>	<u>(3,441.70)</u>	<u>(2,344.37)</u>	<u>(1,097.33)</u>
NET CHANGE FROM OPERATIONS	<u>35,254.72</u>	<u>24,166.76</u>	<u>11,087.96</u>	<u>181,382.68</u>	<u>153,486.77</u>	<u>27,895.91</u>
OTHER REVENUE & EXPENSE						
REVENUE TRANSFERRED IN	0.00	0.00	0.00	(13,530.00)	(10,595.00)	(2,935.00)
REVENUE TRANSFER OUT	0.00	0.00	0.00	25,500.00	30,000.00	(4,500.00)
TOTAL OTHER REVENUE & EXPENSE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,970.00</u>	<u>19,405.00</u>	<u>(7,435.00)</u>
NET CHANGE	<u>35,254.72</u>	<u>24,166.76</u>	<u>11,087.96</u>	<u>169,412.68</u>	<u>134,081.77</u>	<u>35,330.91</u>

**ENDOWMENT CARE FUND
INCOME STATEMENT
FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 2019**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
WMC ENDOWMENT CARE	0.00	1,500.00	(1,500.00)	250.00	1,750.00	(1,500.00)
ENDOWMENT CARE DEPOSITS	18,838.04	21,739.00	(2,900.96)	121,925.98	133,810.66	(11,884.68)
CURRENT INTEREST & DIVIDENDS	9,954.84	3,016.64	6,938.20	68,800.85	33,571.24	35,229.61
COUNTY INTEREST INCOME	0.00	3,428.32	(3,428.32)	(1,749.97)	9,011.37	(10,761.34)
GAIN/INVEST FAIR VALUE INCREAS	29,005.95	(9,078.96)	38,084.91	24,913.07	(35,973.55)	60,886.62
TOTAL REVENUE	57,798.83	20,605.00	37,193.83	214,139.93	142,169.72	71,970.21
EXPENSES						
INVESTMENT ADVISOR FEES	7,023.69	0.00	7,023.69	21,004.62	15,754.22	5,250.40
TOTAL EXPENSES	7,023.69	0.00	7,023.69	21,004.62	15,754.22	5,250.40
NET CHANGE	50,775.14	20,605.00	30,170.14	193,135.31	126,415.50	66,719.81

**PRENEED FUND
INCOME STATEMENT
FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 2019**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
CURRENT SALES	11,132.49	16,983.83	(5,851.34)	67,549.11	114,278.96	(46,729.85)
CURRENT DEFERRED REVENUE	7,033.97	19,837.91	(12,803.94)	67,905.01	121,510.96	(53,605.95)
CURRENT INTEREST & DIVIDENDS	3,369.22	798.72	2,570.50	26,321.74	10,791.38	15,530.36
COUNTY INTEREST INCOME	0.00	2,137.72	(2,137.72)	450.76	6,976.14	(6,525.38)
GAIN/INVEST FAIR VALUE INCREAS	16,791.31	(6,647.12)	23,438.43	12,247.88	(22,818.18)	35,066.06
TOTAL REVENUE	38,326.99	33,111.06	5,215.93	174,474.50	230,739.26	(56,264.76)
EXPENSES						
INVESTMENT FEES	2,289.51	0.00	2,289.51	6,843.72	1,933.51	4,910.21
COUNTY SERVICE CHARGES	1.36	0.00	1.36	1.36	1.02	0.34
LOSS ON TRANSFER (INTER COSTS)	0.00	0.00	0.00	3,276.06	5,103.45	(1,827.39)
SALES TRANSFR OUT (PRIOR YR)	0.00	0.00	0.00	15,405.00	10,595.00	4,810.00
TOTAL EXPENSES	2,290.87	0.00	2,290.87	25,526.14	17,632.98	7,893.16
NET CHANGE	36,036.12	33,111.06	2,925.06	148,948.36	213,106.28	(64,157.92)



PALM SPRINGS CEMETERY DISTRICT

FAMILY SURVEY

The Palm Springs Cemetery District would like to thank you for entrusting us to care for your family during this difficult time of loss. We would appreciate your comments regarding your experience. Please take a moment to complete this survey and return it to the District office in the postage-paid reply envelope.

Which cemetery location did you select?

- Desert Memorial Park Welwood Murray Cemetery

Why did you select this cemetery? (Check all that apply)

- Reputation Previous Service Web Site Location
 Referred by Mortuary Referred by Family/Friend Price

Do you feel you were treated with dignity, respect, and compassion?

- Very Satisfactory Satisfactory Unsatisfactory

How would you evaluate our Staff?

- | Courtesy of Staff | Personal Attention Received | Attention to Details | Groundskeepers |
|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <input type="checkbox"/> Excellent | <input type="checkbox"/> Excellent | <input type="checkbox"/> Excellent | <input type="checkbox"/> Excellent |
| <input type="checkbox"/> Good | <input type="checkbox"/> Good | <input type="checkbox"/> Good | <input type="checkbox"/> Good |
| <input type="checkbox"/> Fair | <input type="checkbox"/> Fair | <input type="checkbox"/> Fair | <input type="checkbox"/> Fair |

Did we accommodate your religious and/or cultural traditions and beliefs?

- Very Satisfactory Satisfactory Unsatisfactory

During your arrangement, were the prices and information clearly explained?

- Very Satisfactory Satisfactory Unsatisfactory

Were you pleased with the interment space set-up and graveside service?

- Very Satisfactory Satisfactory Unsatisfactory

Would you recommend this cemetery to friends and family in need of interment services?

- Yes No (If "No", please explain your concerns in the comment space below.)

PLEASE SHARE ANY ADDITIONAL COMMENTS (Use reverse side if additional space is needed):

COMPLETE THE FOR BELOW TO BE ADDED TO OUR MAILING LIST: To stay informed on policy and rate changes, Board meetings, upcoming cemetery improvement projects, community programs, flower removal times, and hours of operation. just complete the form below:

I would like to receive the newsletter via: Regular Mail Email

Name: _____ Email Address: _____

Physical Address: _____

City: _____ State: _____ Zip: _____

February 2019



PALM SPRINGS CEMETERY
D I S T R I C T

On behalf of the Board of Trustees and the
District Manager of the Palm Springs Cemetery District,
please accept our deepest sympathies. Our thoughts and
prayers are with you during this most difficult time.

We thank you for choosing Desert Memorial Park
as the final resting place of your loved one.

Sincerely,

Kathleen Jurasky
District Manager

PATTON ENTERPRISES, INC.
DBA: PATTON DOOR & GATE
680 WILLIAMS RD.
PALM SPRINGS CA. 92264
LICENSE #282275

ESTIMATE

Date	Estimate #
2/17/2019	12214

Name / Address
PALM SPRINGS CEMETERY DISTRICT 31-705 DA VALL DR. CATHEDRAL CITY, CA 92234

Ship To
31705 DA VALL CATHEDRAL CITY, CA 92234

Description	Qty	Cost	Total
DAVALL DRIVE WAY GATE- GATE OPERATOR REPLACEMENT REPLACE GATE OPERATOR DUE TO EXTREM WEAR. REPLACE WITH LIFTMASTER CSL-24UL COMMERCIAL SLIDE GATE OPERATOR WITH 2-UL-325 COMPLIANT SAFETY EDGES. USE EXISTING ACCESS TOTAL REPLACEMENT TAX INCLUDED * NEW OPERATOR COMES WITH 5 YEAR WARRANTY & 1 ON BATTERIES & PATTON'S INSTALL Sales Tax		3,500.00 9.25%	3,500.00 0.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, or delays beyond our control. Prices quoted above are subject to change after 30 days from date of this estimate. This proposal subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

Authorized Signature _____

Due to the volatile nature of steel and lumber prices, we must review our prices at time of contract. We will make every effort to hold prices.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Signature _____ Date _____	Terms
	60% Progressive Payment upon material order Balance upon completion
	Total \$3,500.00

Phone #	Fax #
760-320-0788	760-323-9553

**PALM SPRINGS CEMETERY DISTRICT
ACCUMULATED CAPITAL OUTLAY
2018-2020 APPROVED ESTIMATED EXPENDITURES
CURRENT LIQUID ASSETS AND INVESTMENTS**

EXPENDITURES:

DESERT MEMORIAL PARK ROAD REPAIRS

Asphalt Remove, Replace, Overlay, Crack Fill, Seal Coat and Striping	71,232.00
10% Contingency	7,123.20
	78,355.20

RAMON ROAD ENTRY/EXIT LANDSCAPE DESIGN AND PLANT MATERIALS

Landscape Arcitectoral Services	9,500.00
Landscape Plants and Installation (Estimated)	45,000.00
10% Contingency	4,500.00
	59,000.00

NEW SURFACE PRO 2 CORE i5 TABLETS, AIR PRINT, ROUTER, E-BOARDS (2)

Preliminary Cost (Estimated)	15,500.00
	15,500.00

CEMETERY DATA BASE AND MAPPING SYSTEM

Preliminary Cost (Estimated)	15,940.00
	15,940.00

TOTAL ESTIMATED EXPENDITURES

168,795.20

LIQUID AND INVESTMENT ASSETS AS OF JUNE 30, 2018:

ENDOWMENT CARE INTEREST INCOME (UNRESTRICTED) (LPL FINANCIAL)	1,307,562.00
CASH ON DEPOSIT - COUNTY	8,400.63
ASSET REPLACEMENT RESERVE/LAND/BLDG/ETC - COUNTY	191,809.16
INVESTED FUNDS - OUTSIDE COUNTY (LPL FINANCIAL)	913,506.00
	2,421,277.79

TOTAL ESTIMATED LIQUID AND INVESTMENT ASSETS

2,421,277.79

2018-2019 BURIAL SITES/RIGHTS SALES REVENUE (Estimated)

209,668.00

NET ESTIMATED LIQUID AND INVESTMENT ASSETS

2,462,150.59

**PALM SPRINGS CEMETERY DISTRICT
ACCUMULATED CAPITAL OUTLAY
2019-2020 APPROVED FUTURE DEVELOPMENT PROJECTS**

EXPENDITURES:

DESERTSCAPE INTERMENT B-39 Thru B-44 - DMP / CONSTRUCTION DOCS	
Design Development and Construction Documents - RGA Landscape Architect, Inc.	78,900.00
10% Contingency	<u>7,890.00</u>
	86,790.00
DESERTSCAPE INTERMENT B-39 Thru B-44 - DMP / CONSTRUCTION	
RGA Landscape Architect, Inc. - Construction Costs (Estimated)	1,267,277.00
10% Contingency	<u>126,727.70</u>
	1,394,004.70
CHAPEL AND CONFERENCE CENTER	
Preliminary Construction Costs (Estimated)	1,759,000.00
Design Development and Construction Documents (Estimated)	80,000.00
10% Contingency	<u>175,900.00</u>
	2,014,900.00
TOTAL ESTIMATED EXPENDITURES	<u><u>3,495,694.70</u></u>