

**PALM SPRINGS CEMETERY DISTRICT**

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

**Thursday, June 13, 2019 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 May 9, 2019 Regular Meeting Minutes**

**b. Approval of May Expenditures**

General Fund		\$ 89,230.73
May Reimburse Voucher 1635	\$ 29,115.33	
May Reimburse Voucher 1636	\$ 50,203.80	
Accumulative Capital Outlay		\$ 8,864.69
No Reimbursement Voucher		\$ .00
Pet Memorial Park Cemetery		\$ .00
Total May 30, 2019 Expenditures Checks & Visa/Debit Card		
22522-22565 Direct Deposits (Payroll)		\$ 95,095.42

**c. Financial Reports as of May 31, 2019 (F-1 thru F-5A)**

## 6. ADMINISTRATIVE CALENDAR

- a. Authorized Signature Card BBVA Compass – Ryan Simister, Branch Retail Executive
- b. District Investment General Overview & Update – Neal Wilson, Wealth Consulting Group
- c. Review for Discussion and Approval 2019-2024 Strategic Plan – Jim McComb, Wild Card Strategy
- e. Authorized Signature List for Riverside County

## 7. LEGISLATIVE CALENDAR

- a. Resolution 4-2019, Transfer Interment Rights & Costs from PN to ACO & GF
- b. Resolution 5-2019, Transfer Unspent ACO Funds from GF Back to ACO
- c. Resolution 6-2019, SDRMA Official Election Resolution and Election Ballot

## 8. TRUSTEE AND ATTORNEY SIGNATURES

## 9. BOARD DEVELOPMENT – None

## 10. PUBLIC HEARING CALENDAR – None

## 11. COMMITTEES

## 12. REPORTS

- a. Trustees
- b. District Manager
  - 1. East 40 Acre Lease Agreement

## 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
- d. Review for Discussion and Possible Approval the Concept of Public Restrooms - Veterans Chapel

## 14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE

- a. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6(A)  
District Designated Representatives: District Manager Kathleen Jurasky & Chair Jan Pye  
**Unrepresented Employee Positions:** Grounds Supervisor, Administrative Assistant, Office Accountant and Groundsman

## 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, June 10, 2019**

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

**DATE:** May 9, 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 2:00 P.M.

**2. ROLL CALL**

**Present:** Jan M. Pye, Chairperson  
William G. Kleindienst, Vice Chairperson  
Bary A. Freet, Member, Secretary  
Lynn T. Mallotto, Treasurer  
Tim M. Radigan-Brophy, Member

**Also, Present:** Kathleen Jurasky, District Manager

**3. PUBLIC COMMENTS** – None

Trustee Pye reported that there was a slight change to the wording of item 6d, adding “Concept of” before Public.

**4. CONFIRMATION OF AGENDA** Motion was made by Trustee Radigan-Brophy, seconded by Trustee Mallotto to approve the Agenda as corrected. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**5. CONSENT CALENDAR** Motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve the Consent Calendar as presented. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Radigan-Brophy and Pye.

**6. ADMINISTRATIVE CALENDAR** a. **District Investment General Overview & Update – Neal Wilson, C & N Financial** Mr. Wilson stated that custodian of the investment funds has been completed, and on line access to the account needs to be set-up. He presented forms for designated Trustees to sign finalize the set-up process.

He said that he is working on getting the statements to show needed reports for the District different funds, and to reflect the separation of interest and principal funds for the Endowment account.

Mr. Wilson stated that will be keeping the funds in short term investments.

**b. Review for Discussion and Possible Approval to increase District Manager Purchase Limit Amount** Following a discussion motion was made by Trustee Freet, seconded by Trustee Kleindienst to approve increasing the purchase limit from \$2,500.00 to \$5,000.00. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**c. Review Proposals for Discussion and Possible Approval to Patch and Texture Damaged Stucco Exterior Walls - DMP** Following a discussion District Manager Jurasky was directed obtain warranty/guarantees information and, also discuss this item with Mike Fontana for his feedback. This item to be future agenda.

**d. Review for Discussion and Possible Approval Concept of Public Restrooms at Veterans Chapel – Portland Loo** Following a discussion this item was tabled to a future agenda.

**e. CSDA General Manager Leadership Summit June 23-25 in Newport Beach, CA** Following a discussion motion was made by Trustee Freet, seconded by Kleindienst to approve District Manager Jurasky attending the CSDA General Manager Leadership Summit in Newport Beach, CA. Attendance is to include all necessary expenses. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**7. LEGISLATIVE CALENDAR a. Resolution 1-2019, Adopting a Paid Leave Policy** Following a discussion motion was made by Trustee Freet, seconded by Mallotto to defer this item to the June Agenda. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**8. TRUSTEE SIGNATURES AND ATTORNEY** Trustees signatures were completed.

**9. BOARD DEVELOPMENT a. Investment Policy** – No action taken

**10. PUBLIC HEARING CALENDAR** – None

**11. COMMITTEE REPORTS** – None

**12. REPORTS a. Trustee Report**

**b. District Manager Report**

**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** – Safe Harbor language was read by Kathleen Jurasky, District Manager. Convened into Closed Session at 2:47 P.M.

**a. Conference with Labor Negotiator (Government Code § 54954.5) District’s Designated Labor Negotiator:**  
Steven B. Quintanilla, General Counsel

**Unrepresented Employee:** District Manager

Reconvened into Open Session at 3:07 P.M.

**15. CLOSED SESSION ANNOUNCEMENT**– No reportable action

**16. OPEN SESSION a. District Manager Employment Agreement, Salary Compensation and Other Terms**  
No action taken

**17. ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:07 P.M. The next board meeting is scheduled for 2:00 P.M., Thursday, June 13, 2019.

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

\_\_\_\_\_  
Bary A. Freet, Secretary

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

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
5/1/19	22522	APRIL 2019 PSCD EMPLOYEE DENTAL INSURANCE STANDARD INSURANCE COMPANY RB	498.52	498.52
5/1/19	22523	APR 2019 PSCD EMPLOYEE LIFE INSURANCE EXPE STANDARD INSURANCE COMPANY RQ	62.40	62.40
5/1/19	22524	TRASH SERVICE - MAY 2019 BURRTEC WASTE & RECYCLING SVCS	358.17	358.17
5/2/19	22525	MAY 2019 PSCD EMPLOYEE VISION INSURANCE EX METLIFE GROUP BENEFITS	63.41	63.41
5/2/19	22526	K JURASKY EXTRA HEALTH INSURANCE FOR PAY COLONIAL LIFE	203.78	203.78
5/2/19	22527	JANITORIAL SERVICES - APRIL 2019 JAMILETH MOYA	350.00	350.00
5/2/19	22528	INVOICE 11922 - WEB HOSTING FOR 2ND QTR 2019 PALMER INTERNET, LLC	135.00	135.00
5/2/19	22529	INV000000271149 - SECURITY CAMERA FOR OFFICE INV000000271163 - SECURITY CAMERA FOR WELL ( ONE RING NETWORKS	138.00 138.00	276.00
5/7/19	22530	INVOICE 5290 - LANDSCAPE MAINTENANCE SERVI LESS (1) RAISED VASE DAMAGED BY MOWERS ON INVOICE 5326 - SUNDAY BURIAL 4/14/19 KIRKPATRICK LANDSCAPING SERVICES	19,636.87 522.00	20,158.87
5/7/19	22531	INVOICE IN039031 (1) B VAULT, (1) #0 LINER, (8) #5 VAULT, (6) #5 LINER WHITED CEMETERY SERVICE	3,306.00	3,306.00
5/7/19	22532	INVOICE 355423 - (450) GALLONS OF GASOLINE, (200 BECK OIL, INC	2,457.66	2,457.66
5/7/19	22533	INVOICE 05011901 - PROGRESS BILLING #4 SALJIM ENTERPRISES	1,500.00	1,500.00
5/7/19	22534	INVOICE 1904-032 - WELL MAINTENANCE SERVICE SOUTH WEST PUMP & DRILLING, INC	150.00	150.00
5/7/19	22535	INVOICE 1905133 - SECURITY PATROL 05-01 THRU 0 MAXWELL SECURITY SERVICES, INC	725.00	725.00
5/7/19	22536	YELLOW PAGE ADVERTISING DEX YP	182.30	182.30
5/7/19	22537	REPURCHASE INTERMENT RIGHTS (NICHE H-38) an LANA LAWLESS	635.50	635.50
5/7/19	22538	PSCD EMPLOYEE VISION INSURANCE EXPENSE METLIFE GROUP BENEFITS	63.41	63.41
5/13/19	22539	ACCOUNT 332245-850914 WELL REPLENISHMENT COACHELLA VALLEY WATER DIST	2,286.42	2,286.42

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

Date	Check #	Line Description	Debit Amount	Credit Amount
5/13/19	22540	INVOICE 72892 - DAVALL GATE OPERATOR INVOICE 72891 - DAVALL GATE CONCRETE & GATE PATTON ENTERPRISES, INC	3,500.00 3,750.00	7,250.00
5/13/19	22541	INVOICE 58027 - (12)SPARTAN, (12) TRION GRAY, (12) INVOICE 57883 -(1) FOUR SEAT EXTENZO CHAIRS ASCO PACIFIC, INC.	1,104.66 247.31	1,351.97
5/13/19	22542	INVOICE INV-19-2109079 - PERMIT NUMBER 16-05604 CITY OF CATHEDRAL CITY	30.00	30.00
5/13/19	22543	WMC USUAGE DESERT WATER AGENCY	454.61	454.61
5/13/19	22544	INVOICE 6964436 - PEST MGMT SERVICE FOR APRIL WESTERN EXTERMINATOR	78.00	78.00
5/13/19	22545	INVOICE 190624-01 - BUSINESS REPLY ENVELOPES INVOICE 190580-01 - LETTERHEAD INVOICE 190581-01 - TRIM/PADS ACE DIRECT	204.45 585.08 27.19	816.72
5/13/19	22546	INVOICE M119176 - SUN CITY DIRECTORY MARCOA MEDIA	755.25	755.25
5/13/19	22547	REPURCHASE INTERMENT RIGHTS B-32 #13 RONALD TAYLOR	560.00	560.00
5/14/19	22548	OFFICE PHONES FOR PERIOD ENDING 6/06/2019 FRONTIER COMMUNICATIONS	425.46	425.46
5/24/19	22549	INVOICE 3919031 - OVERNIGHT COURIER 5/06/2019 GOLDEN STATE OVERNIGHT	32.36	32.36
5/24/19	22550	INVOICE 7448231 - IRRIGATION SYSTEM REPAIR SU ORDER 56077-A - IRRIGATION SYSTEM REPAIR SUP EWING IRRIGATION PRODUCTS, INC	178.08 72.68	250.76
5/24/19	22551	INVOICE 274579 - SUMMER FLOWERS CAMERON NURSERY, LLC	326.90	326.90
5/24/19	22552	INVOICE 58198 - (12) GOLD & (12) WHITE CREMATIO INVOICE 58176 - FOUR SEAT EXTENZO CHAIRS (SET ASCO PACIFIC, INC.	1,539.51 247.38	1,786.89
5/24/19	22553	INVOICE 19-2037 - PAINT DAMAGED BLOCK WALL MORENO & SONS PAINTING, INC.	1,120.00	1,120.00
5/24/19	22554	INVOICE 027109 - MONTHLY SERVICE ON AMERICA ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
5/24/19	22555	ACCOUNT 180819-512108 ACCOUNT 559833-884766 - ADMIN BUILDING ACCOUNT 559831-884770 - FIRE PROTECTION COACHELLA VALLEY WATER DIST	16.96 33.46 75.90	126.32

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

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
5/24/19	22556	ACCOUNT 3-001-6901-55 - WELL #2 - FOR PERIOD EN ACCOUNT 3-003-6360-97 - WMC FOR PERIOD ENDIN ACCOUNT 3-011-5009-75 - DAVALL GATE FOR PERIO ACCOUNT 3-040-5197-97 - ADMIN BUILDING FOR PE ACCOUNT 3-016-9582-84 - WELL #4 FOR PERIOD END SOUTHERN CALIF EDISON CO	499.59 12.24 30.86 535.55 2,393.61	3,471.85
5/28/19	22557	REPURCHASE BURIAL RIGHTS AND COSTS PAID BY SECTION A-36 #360 & 361 ENDOWMENT CARE DEPOSIT & CONTRACT FEE IS ARNOLD & EDITH FAMILIAN	5,716.10	5,716.10
5/29/19	22558	INVOICE 36538 - FIRE PROTECTION FOR PERIOD 06/ INVOICE 37617 - OFFICE FOR PERIOD 06/01/2019 - 08/ INVOICE 37411 - MAINTENANCE FOR PERIOD 06/01/2 DESERT ALARM INC	119.97 89.85 89.85	299.67
5/29/19	22559	DISTRICT MANAGER CELL PHONE FOR PERIOD EN AT & T MOBILITY	148.28	148.28
5/29/19	22560	GROUND SUPERVISOR & OFFICE CELL PHONES FO SPRINT	124.94	124.94
5/31/19	22561	MAY 2019 PSCD EMPLOYEE RETIREMENT EXPENSE MAY 2019 EMPLOYEE 403B PAYABLE - K JURASKY OPPENHEIMER FUNDS SERVICES	597.49 1,846.16	2,443.65
5/31/19	22562	MAY 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	216.91	216.91
5/31/19	22563	MAY 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	219.77	219.77
5/31/19	22564	MAY 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	284.04	284.04
5/31/19	22565	MAY 2019 PSCD EMPLOYEE RETIREMENT EXPENSE FRANKLIN - TEMPLETON	226.77	226.77
5/9/19	DEBIT	CALPERS -MAY 2019 PSCD EMPLOYEE HEALTH INS MAY 2019 PSCD RETIREE HEALTH INSURANCE EXP MAY 2019 EMPLOYEE PORTION OF HEALTH INSUR APRIL 2019 EMPLOYEE PORTION OF HEALTH INSU CALPERS DEBIT	5,269.39 1,184.49 593.56 4.24	7,051.68
5/14/19	DEBIT JR	PANDA EXPRESS-STAFF SAFETY MEETING LUNCH COMPANY DEBIT CARD	65.58	65.58
5/6/19	DEBIT KJ	DESERT SUN - FESSIER CELEBRATION 5/28/2019 COMPANY DEBIT CARD	25.88	25.88
5/3/19	DEBIT KJ	DESERT HOT SPRINGS STATE OF CITY 5/23/19 COMPANY DEBIT CARD	59.00	59.00
5/1/19	DEBIT KJ	ENTRYBELL.COM - ENTRY ALERT SYSTEM COMPANY DEBIT CARD	118.95	118.95



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

Date	Check #	Line Description	Debit Amount	Credit Amount
5/1/19	DEBIT KJ	EB - WOMEN WHO LEAD - LUNCHEON 5/20/19 COMPANY DEBIT CARD	86.50	86.50
5/7/19	DEBIT KJ	ICLOUD: 200 GB STORAGE PLAN COMPANY DEBIT CARD	2.99	2.99
5/8/19	DEBIT KJ	PALM SPRINGS CHAMBER INSTALLATION & AWAR COMPANY DEBIT CARD	75.00	75.00
5/8/19	DEBIT KJ	BRIGHT EVENT-MEMORIAL DAY CHAIRS COMPANY DEBIT CARD	183.00	183.00
5/8/19	DEBIT KJ	THOUSAND PALMS CHAMBER-VALLEY WIDE MIXE COMPANY DEBIT CARD	10.00	10.00
5/10/19	DEBIT KJ	CSDA 2019 GENERAL MANAGER LEADERSHIP SUM COMPANY DEBIT CARD	625.00	625.00
5/13/19	DEBIT KJ	STAPLES - PRINTER INK & OTHER OFFICE SUPPLIE COMPANY DEBIT CARD	64.97	64.97
5/14/19	DEBIT KJ	ALBERTSONS - SUPPLIES FOR BOT STRATEGIC PLA COMPANY DEBIT CARD	107.37	107.37
5/16/19	DEBIT KJ	CVS - BOT MEETING CANDIES COMPANY DEBIT CARD	12.00	12.00
5/26/19	DEBIT KJ	FOOD 4 LESS - TREATS FOR MEMORIAL DAY VOLU COMPANY DEBIT CARD	37.86	37.86
5/22/19	DEBIT KJ	ONTARIO AIRPORT - CSDA LEGISLATIVE DAYS IN S COMPANY DEBIT CARD	14.34	14.34
5/22/19	DEBIT KJ	HYATT CSDA LEGISLATIVE DAYS IN SACRAMENTO COMPANY DEBIT CARD	61.11	61.11
5/23/19	DEBIT KJ	ESQUIRE GRILL - CSDA LEGISLATIVE DAYS IN SAC COMPANY DEBIT CARD	36.45	36.45
5/23/19	DEBIT KJ	YELLOW CAB - CSDA LEGISLATIVE DAYS IN SACR COMPANY DEBIT CARD	46.80	46.80
5/24/19	DEBIT KJ	HYATT REGENCY - CSDA LEGISLATIVE DAYS IN SA COMPANY DEBIT CARD	497.70	497.70
5/22/19	DEBIT KJ	BRIGHT EVENTS - CHAIRS FOR MEMORIAL DAY COMPANY DEBIT CARD	183.25	183.25
5/10/19	EDD_TAX	SIT P/R 04/25/2019 TO 05/08/2019 PAID 05/10/2019 SDI P/R 04/25/2019 TO 05/08/2019 PAID 05/10/2019 EMPLOYMENT DEVELOPMENT DEPT	233.31 110.22	343.53
5/24/19	EDD_TAX	SIT P/R 05/09/2019 TO 05/22/2019 PAID 05/24/2019 SDI P/R 05/09/2019 TO 05/22/2019 PAID 05/24/2019 EMPLOYMENT DEVELOPMENT DEPT	237.36 130.49	367.85
5/10/19	EDD_TAX	SUI P/R 04/25/2019 TO 05/08/2019 PAID 05/10/2019	22.27	

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

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
		<b>EMPLOYMENT DEVELOPMENT DEPT</b>		<b>22.27</b>
5/24/19	EDD_TAX	SUI P/R 05/09/2019 TO 05/22/2019 PAID 05/24/2019 EMPLOYMENT DEVELOPMENT DEPT	111.35	111.35
5/10/19	EXPRESS_	FIT P/R 04/25/2019 TO 05/08/2019 PAID 05/10/2019 SOCIAL SECURITY P/R 04/25/2019 TO 05/08/2019 PAID MEDICARE P/R 04/25/2019 TO 05/08/2019 PAID 05/10/2 BANK OF AMERICA	852.19 1,366.44 319.57	2,538.20
5/24/19	EXPRESS_	FIT P/R 05/09/2019 TO 05/22/2019 PAID 05/24/2019 SOCIAL SECURITY P/R 05/09/2019 TO 05/22/2019 PAID MEDICARE P/R 05/09/2019 TO 05/22/2019 PAID 05/24/2 BANK OF AMERICA	870.68 1,617.99 378.40	2,867.07
5/10/19	FEES	P/R 04/25/2019 TO 05/08/2019 PAID 05/10/2019 CBIZ PAYROLL	81.03	81.03
5/24/19	FEES	P/R 05/09/2019 TO 05/22/2019 PAID 05/24/2019 CBIZ PAYROLL	111.72	111.72
	<b>Total</b>		<u>77,788.11</u>	<u>77,788.11</u>

**PALM SPRINGS CEMETERY DISTRICT  
Payroll Disbursement Journal-General Fund  
For the Period From May 1, 2019 to May 30, 2019**

<u>Date</u>	<u>Reference</u>	<u>Employee</u>	<u>Amount</u>
5/10/2019	4546	KATHLEEN JURASKY	2,314.34
5/10/2019	4547	JUAN F. REYNA	1,638.96
5/10/2019	4548	STEPHANIE C. LOZANO	1,242.08
5/10/2019	4549	SCOTT W. VICKREY	1,289.50
5/10/2019	4550	EDGAR F. ARCHILLA	1,222.15
5/10/2019	4551	LYNN T. MALLOTTO	164.06
5/10/2019	5956	TIM RADIGAN-BROPHY	164.06
5/24/2019	4557	KATHLEEN JURASKY	2,314.35
5/24/2019	4558	KATHLEEN JURASKY	400.00
5/24/2019	4559	JUAN F. REYNA	1,045.40
5/24/2019	4560	STEPHANIE C. LOZANO	1,258.68
5/24/2019	4561	SCOTT W. VICKREY	1,283.99
5/24/2019	4562	EDGAR F. ARCHILLA	1,329.19
5/24/2019	4563	BARY A. FREET	164.05
5/24/2019	4564	BARY A. FREET	164.06
5/24/2019	4565	WILLIAM G. KLEINDIENST	164.05
5/24/2019	4566	WILLIAM G. KLEINDIENST	164.06
5/24/2019	4567	LYNN T. MALLOTTO	164.05
5/24/2019	4568	LYNN T. MALLOTTO	164.06
5/24/2019	4569	JAN M. PYE	164.06
5/24/2019	4570	JAN M. PYE	164.05
5/24/2019	5957	TIM RADIGAN-BROPHY	164.05
5/24/2019	5958	TIM RADIGAN-BROPHY	164.06
<b>5/1/19 thru 5/31/19</b>			<b>17,307.31</b>

**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP  
MAY 2019**

<b>MAY Cash Disbursement Journal</b>		<b>77,788.11</b>
<b>MAY Payroll Disbursement Journal</b>		<b>17,307.31</b>
<b>TOTAL PSCD DISBURSEMENTS</b>		<b><u>95,095.42</u></b>
 <b>TOTAL GENERAL FUND EXPENDITURES</b>		 <b><u>86,230.73</u></b>
<b>MAY Payment Voucher # 1635</b>	<b>29,115.33</b>	
<b>MAY Payment Voucher # 1636</b>	<b>50,203.80</b>	
<b>Total Payment Vouchers</b>	<b><u>79,319.13</u></b>	
 <b>LOT Repurchases:</b>		
<b>Lawless - Check 22537</b>	<b>635.50</b>	
<b>Taylor - Check 22547</b>	<b>560.00</b>	
<b>Familian - Check 22557</b>	<b>5,716.10</b>	
<b>Total Lot Repurchases</b>	<b><u>6,911.60</u></b>	
 <b>TOTAL ACO EXPENDITURES</b>		 <b><u>8,864.69</u></b>
 <b>ACO funded by previous year's ACO Payment Vouchers</b>		
<b>DaVall Gate Operator</b>	<b>3,500.00</b>	
<b>DaVall Gate Concrete &amp; Track</b>	<b>3,750.00</b>	
<b>Paid to Patton Enterprises - Check 22540</b>		
<b>Four Seat Extenzo Chairs for Graveside</b>	<b>247.31</b>	
<b>Paid to ASCO Pacific - Check 22541</b>		
<b>Four Seat Extenzo Chairs for Graveside</b>	<b>247.38</b>	
<b>Paid to ASCO Pacific - Check 22552</b>		
<b>Ramon Road Wall Repair - Painting</b>	<b>1,120.00</b>	
<b>Paid to Moreno &amp; Sons - Check 22553</b>		
 <b>PET CEMETERY DRAWDOWNS</b>		 <b><u>0.00</u></b>
<b>Loan Amount:</b>	<b>25,000.00</b>	
<b>Current Balance Remaining:</b>	<b>14,853.80</b>	
 <b>TOTAL MAY 2019 DISBURSEMENTS</b>		 <b><u>95,095.42</u></b>

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

**SALES**

	Prior Months		May		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	53	0	2	0	55	0	56	0
Adult, A&B	58	0	10	0	68	0	82	0
Premium	72	0	12	0	84	0	109	0
Child	7	0	0	0	7	0	3	0
Cremation	28	1	4	0	32	1	26	0
Niche	29	0	2	0	31	0	30	0
<b>TOTALS</b>	<b>247</b>	<b>1</b>	<b>30</b>	<b>0</b>	<b>277</b>	<b>1</b>	<b>308</b>	<b>0</b>

**LOT REPURCHASES**

	Prior Months		May		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	9	0	3	0	12	0	9	1
Cremation	5	0	0	0	5	0	2	0
Niche	0	0	0	0	0	0	2	0
<b>TOTALS</b>	<b>14</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>13</b>	<b>1</b>

**TOTAL INTERMENTS**

	Prior Months		May		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	156	1	12	0	168	1	174	1
Child	8	0	0	0	8	0	3	0
Cremation	39	4	5	2	44	6	39	4
Niche	20	0	2	0	22	0	18	0
<b>TOTALS</b>	<b>223</b>	<b>5</b>	<b>19</b>	<b>2</b>	<b>242</b>	<b>7</b>	<b>234</b>	<b>5</b>

**SATURDAY INTERMENTS**

	Prior Months		May		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	16	0	0	0	16	0	9	0
Child	1	0	0	0	1	0	1	0
Cremation	6	1	1	0	7	1	2	2
Niche	0	0	0	0	0	0	1	0
<b>TOTALS</b>	<b>23</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>24</b>	<b>1</b>	<b>13</b>	<b>2</b>

**SUNDAY INTERMENTS**

	Prior Months		May		FY 2018/2019 YTD Totals		FY 2017/2018 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	5	0	0	0	5	0	8	0
Child	0	0	0	0	0	0	0	0
Cremation	1	0	0	0	1	0	2	0
Niche	1	0	0	0	1	0	1	0
<b>TOTALS</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>11</b>	<b>0</b>

**PALM SPRINGS CEMETERY DIST  
INCOME STATEMENT - GENERAL FUND  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2019**

	FTD ACTUAL	FTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
OPEN AND CLOSE	22,195.00	25,040.00	(2,845.00)	261,395.00	277,305.00	(15,910.00)
MISC SPECIAL SET-UP	225.00	675.00	(450.00)	2,675.00	2,675.00	0.00
RETURNED CHECK BANK CHARGE	0.00	0.00	0.00	30.00	50.00	(20.00)
INTEREST RECEIVED	3.60	(90.05)	93.65	42.15	35.02	7.13
LAND LEASE	5,492.23	5,265.79	226.44	60,414.53	57,923.69	2,490.84
MISC INCOME	0.00	0.00	0.00	25.00	0.00	25.00
CREDIT CARD CONVEN FEE	458.34	617.44	(159.10)	4,278.41	4,049.83	228.58
SAT INTERMENT SURCHARGE	1,800.00	3,200.00	(1,400.00)	20,250.00	15,150.00	5,100.00
SUN INTERMENT SURCHARGE	0.00	1,025.00	(1,025.00)	7,100.00	9,400.00	(2,300.00)
WITNESS GRAVE CLOSING	1,150.00	1,000.00	150.00	11,250.00	9,800.00	1,450.00
TAX COLLECTIONS	54,404.01	131,343.59	(76,939.58)	246,881.15	317,872.26	(70,991.11)
VAULTS	1,025.00	975.00	50.00	10,995.00	8,925.00	2,070.00
CREMATION VAULTS	810.00	360.00	450.00	4,320.00	3,895.00	425.00
LINERS	1,120.00	1,950.00	(830.00)	19,610.00	20,955.00	(1,345.00)
GRAVE VASES	901.75	690.00	211.75	9,125.80	7,603.75	1,522.05
MEMORIAL WALL INCOME	0.00	0.00	0.00	600.00	0.00	600.00
ENR SURCHARGE	3,170.00	4,095.00	(925.00)	40,590.00	41,760.00	(1,170.00)
LOT TRANSFERS	0.00	100.00	(100.00)	1,300.00	1,000.00	300.00
COUNTY INTEREST INCOME	0.00	92.17	(92.17)	759.38	584.82	174.56
DONATIONS & GRANTS	0.00	50.00	(50.00)	0.00	50.00	(50.00)
HANDLING FEE	6,805.00	8,440.00	(1,635.00)	82,660.00	86,404.24	(3,744.24)
PRENEED CONTRACT SERVICE CHG	1,000.00	1,000.00	0.00	8,900.00	10,600.00	(1,700.00)
VASE/HDSIN SET & CLEAN	4,885.00	4,940.00	(55.00)	43,370.00	42,805.00	565.00
<b>TOTAL REVENUE</b>	<b>105,444.93</b>	<b>190,768.94</b>	<b>(85,324.01)</b>	<b>836,571.42</b>	<b>918,843.61</b>	<b>(82,272.19)</b>
<b>EXPENSES</b>						
REGULAR SALARIES	22,071.17	21,212.97	858.20	272,807.11	267,159.29	5,647.82
BOT MEETING COMPENSATION	2,155.08	0.00	2,155.08	11,493.76	10,775.40	718.36
BOT CONFERENCES	0.00	0.00	0.00	2,145.00	358.81	1,786.19
BOT TRAVEL & EXPENSES	0.00	0.00	0.00	1,131.20	0.00	1,131.20
RETIREMENT/PENSION	1,544.98	1,484.92	60.06	19,083.92	18,578.70	505.22
FICA	1,492.22	1,305.40	186.82	17,508.96	17,114.30	394.66
MEDICARE	348.99	305.30	43.69	4,094.85	4,002.55	92.30
EMPLOYEE GROUP INSURANCE	5,957.13	5,346.10	611.03	61,141.35	60,388.95	752.40
RETIREE GROUP INSURANCE	1,184.49	1,146.90	37.59	12,222.19	12,337.70	(115.51)
UNEMPLOYMENT INSURANCE	133.62	0.00	133.62	2,893.76	2,838.07	55.69
WORKERS COMP INSURANCE	586.29	705.42	(119.13)	6,213.57	7,586.04	(1,372.47)
ELECTRICITY	3,471.85	4,172.94	(701.09)	47,298.16	49,866.06	(2,567.90)
TELEPHONE	698.68	788.01	(89.33)	7,814.65	7,188.67	625.98
WATER	2,867.35	3,135.41	(268.06)	38,765.04	31,125.58	7,639.46
COMMUNITY OUTREACH	660.49	1,045.91	(385.42)	2,568.46	3,535.41	(966.95)
VISA-MASTER CHG FEES	516.06	812.19	(296.13)	7,886.76	7,075.65	811.11
COUNTY SERVICE CHARGE	43.38	265.84	(222.46)	1,033.12	1,118.38	(85.26)
EDUCATION	0.00	0.00	0.00	254.99	65.00	189.99
GENERAL INSURANCE	1,494.09	1,372.75	121.34	16,434.99	15,100.25	1,334.74
LEGAL	0.00	938.00	(938.00)	8,899.00	8,210.00	689.00
LOT REPURCHASE	6,911.60	4,207.06	2,704.54	14,381.68	13,422.06	959.62
OFFICE EXPENSE	1,358.32	1,268.59	89.73	20,090.01	16,475.52	3,614.49
TRAVEL & CONVENTION	1,281.40	(192.97)	1,474.37	7,023.64	5,270.39	1,753.25
UNIFORMS & SAFETY EQUIPMENT	0.00	33.98	(33.98)	78.56	1,153.86	(1,075.30)
MTG EXP & SUPPLIES	1,619.37	0.00	1,619.37	12,143.69	0.00	12,143.69
CONTRIBUTIONS	0.00	0.00	0.00	200.00	200.00	0.00
AUDIT	0.00	0.00	0.00	6,750.00	7,480.00	(730.00)
ADVERTISING/PUBLICITY	1,072.55	340.40	732.15	3,227.25	3,350.60	(123.35)
MEMBERSHIP & DUES	0.00	0.00	0.00	5,679.36	4,137.39	1,541.97
AUTO TRUCK EXPENSE	0.00	0.00	0.00	1,059.64	979.38	80.26
LARGE EQUIPMENT REPAIRS	0.00	325.18	(325.18)	0.00	1,873.34	(1,873.34)
EQUIPMENT REPAIRS	0.00	0.00	0.00	271.43	289.86	(18.43)
IRRIGATION SYSTEM REPAIRS	250.76	157.40	93.36	2,505.53	1,806.11	699.42
FERTILIZER AND SEED	326.90	237.49	89.41	10,804.42	10,068.35	736.07
GASOLINE, OIL, TIRES	2,457.66	0.00	2,457.66	4,318.67	2,949.83	1,368.84
PLANT & BUILDING	1,315.84	1,169.44	146.40	20,649.03	16,910.10	3,738.93
TOOLS & SUPPLIES	0.00	779.46	(779.46)	463.60	1,899.57	(1,435.97)
GRAVE LINERS & VAULTS	4,845.51	1,687.00	3,158.51	34,063.24	28,224.48	5,838.76
GRAVE VASES	1,104.66	1,077.39	27.27	4,933.87	3,885.21	1,048.66
CONTRACT TREE/GARDEN MAINTNCE	19,636.87	19,748.00	(111.13)	196,660.16	196,962.42	(302.26)
CONTRACT BURIALS	522.00	348.00	174.00	9,048.00	7,134.00	1,914.00
SECURITY CAMERA EXPENSE	138.00	138.00	0.00	1,380.00	1,518.00	(138.00)
DMP GROUNDS SECURITY	725.00	725.00	0.00	7,975.00	7,975.00	0.00
<b>TOTAL EXPENSES</b>	<b>(88,792.31)</b>	<b>(76,087.48)</b>	<b>(12,704.83)</b>	<b>(905,397.62)</b>	<b>(858,390.28)</b>	<b>(47,007.34)</b>
<b>NET CHANGE FROM OPERATIONS</b>	<b>16,652.62</b>	<b>114,681.46</b>	<b>(98,028.84)</b>	<b>(68,826.20)</b>	<b>60,453.33</b>	<b>(129,279.53)</b>
<b>OTHER REVENUE &amp; EXPENSE</b>						
RESERVES TRANSFERRED IN	0.00	0.00	0.00	28,865.08	2,456,325.00	(2,427,459.92)
REVENUE TRANSFER OUT	0.00	0.00	0.00	0.00	2,425,000.00	(2,425,000.00)
<b>TOTAL OTHER REVENUE &amp; EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>28,865.08</b>	<b>31,325.00</b>	<b>(2,459.92)</b>
<b>NET CHANGE</b>	<b>16,652.62</b>	<b>114,681.46</b>	<b>(98,028.84)</b>	<b>(39,961.12)</b>	<b>91,778.33</b>	<b>(131,739.45)</b>

**PALM SPRINGS CEMETERY DIST  
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2019**

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
<b>REVENUE</b>						
OPEN AND CLOSE	22,195.00	25,374.00	(3,179.00)	261,395.00	304,485.00	(43,090.00)
MISC SPECIAL SET-UP	225.00	233.00	(8.00)	2,675.00	2,800.00	(125.00)
RETURNED CHECK BANK CHARGE	0.00	4.00	(4.00)	30.00	50.00	(20.00)
INTEREST RECEIVED	3.60	3.00	0.60	42.15	35.00	7.15
LAND LEASE	5,492.23	5,492.00	0.23	60,414.53	65,907.00	(5,492.47)
MISC INCOME	0.00	0.00	0.00	25.00	0.00	25.00
CREDIT CARD CONVEN FEE	458.34	383.00	75.34	4,278.41	4,600.00	(321.59)
SAT INTERMENT SURCHARGE	1,800.00	1,506.00	294.00	20,250.00	18,075.00	2,175.00
SUN INTERMENT SURCHARGE	0.00	823.00	(823.00)	7,100.00	9,870.00	(2,770.00)
WITNESS GRAVE CLOSING	1,150.00	983.00	167.00	11,250.00	11,800.00	(550.00)
TAX COLLECTIONS	54,404.01	26,945.00	27,459.01	246,881.15	323,339.00	(76,457.85)
VAULTS	1,025.00	1,346.00	(321.00)	10,995.00	16,150.00	(5,155.00)
CREMATION VAULTS	810.00	0.00	810.00	4,320.00	0.00	4,320.00
LINERS	1,120.00	1,834.00	(714.00)	19,610.00	22,005.00	(2,395.00)
GRAVE VASES	901.75	717.00	184.75	9,125.80	8,600.00	525.80
MEMORIAL WALL INCOME	0.00	17.00	(17.00)	600.00	200.00	400.00
ENR SURCHARGE	3,170.00	3,804.00	(634.00)	40,590.00	45,650.00	(5,060.00)
LOT TRANSFERS	0.00	125.00	(125.00)	1,300.00	1,500.00	(200.00)
COUNTY INTEREST INCOME	0.00	13.00	(13.00)	759.38	150.00	609.38
HANDLING FEE	6,805.00	7,857.00	(1,052.00)	82,660.00	94,289.00	(11,629.00)
PRENEED CONTRACT SERVICE CHG	1,000.00	975.00	25.00	8,900.00	11,700.00	(2,800.00)
VASE/HDSTN SET & CLEAN	4,885.00	4,039.00	846.00	43,370.00	48,465.00	(5,095.00)
<b>TOTAL REVENUE</b>	<b>105,444.93</b>	<b>82,473.00</b>	<b>22,971.93</b>	<b>836,571.42</b>	<b>989,670.00</b>	<b>(153,098.58)</b>
<b>EXPENSES</b>						
REGULAR SALARIES	22,071.17	25,762.00	(3,690.83)	272,807.11	309,141.00	(36,333.89)
BOT MEETING COMPENSATION	2,155.08	1,122.00	1,033.08	11,493.76	13,469.00	(1,975.24)
BOT CONFERENCES	0.00	333.00	(333.00)	2,145.00	4,000.00	(1,855.00)
BOT TRAVEL & EXPENSES	0.00	375.00	(375.00)	1,131.20	4,500.00	(3,368.80)
TEMPORARY HELP	0.00	333.00	(333.00)	0.00	4,000.00	(4,000.00)
RETIREMENT/PENSION	1,544.98	1,723.00	(178.02)	19,083.92	20,675.00	(1,591.08)
FICA	1,492.22	1,646.00	(153.78)	17,508.96	19,752.00	(2,243.04)
MEDICARE	348.99	348.00	0.99	4,094.85	4,176.00	(81.15)
EMPLOYEE GROUP INSURANCE	5,957.13	6,602.00	(644.87)	61,141.35	79,220.00	(18,078.65)
RETIREE GROUP INSURANCE	1,184.49	0.00	1,184.49	12,222.19	0.00	12,222.19
UNEMPLOYMENT INSURANCE	133.62	283.00	(149.38)	2,893.76	3,395.00	(501.24)
WORKERS COMP INSURANCE	586.29	694.00	(107.71)	6,213.57	8,333.00	(2,119.43)
ELECTRICITY	3,471.85	4,771.00	(1,299.15)	47,298.16	57,251.00	(9,952.84)
TELEPHONE	698.68	667.00	31.68	7,814.65	8,000.00	(185.35)
WATER	2,867.35	2,917.00	(49.65)	38,765.04	35,000.00	3,765.04
COMMUNITY OUTREACH	660.49	333.00	327.49	2,568.46	4,000.00	(1,431.54)
VISA-MASTER CHG FEES	516.06	642.00	(125.94)	7,886.76	7,700.00	186.76
RETURNED CHECK	0.00	4.00	(4.00)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	43.38	100.00	(56.62)	1,033.12	1,200.00	(166.88)
EDUCATION	0.00	50.00	(50.00)	254.99	600.00	(345.01)
GENERAL INSURANCE	1,494.09	1,573.00	(78.91)	16,434.99	18,873.00	(2,438.01)
LEGAL	0.00	583.00	(583.00)	8,899.00	7,000.00	1,899.00
LOT REPURCHASE	6,911.60	542.00	6,369.60	14,381.68	6,500.00	7,881.68
OFFICE EXPENSE	1,358.32	1,458.00	(99.68)	20,090.01	17,500.00	2,590.01
TRAVEL & CONVENTION	1,281.40	917.00	364.40	7,023.64	11,000.00	(3,976.36)
UNIFORMS & SAFETY EQUIPMENT	0.00	100.00	(100.00)	78.56	1,200.00	(1,121.44)
MTG EXP & SUPPLIES	1,619.37	1,275.00	344.37	12,143.69	15,300.00	(3,156.31)
CONTRIBUTIONS	0.00	42.00	(42.00)	200.00	500.00	(300.00)
AUDIT	0.00	658.00	(658.00)	6,750.00	7,900.00	(1,150.00)
ADVERTISING/PUBLICITY	1,072.55	833.00	239.55	3,227.25	10,000.00	(6,772.75)
MEMBERSHIP & DUES	0.00	383.00	(383.00)	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	0.00	42.00	(42.00)	271.43	500.00	(228.57)
IRRIGATION SYSTEM REPAIRS	250.76	833.00	(582.24)	2,505.53	10,000.00	(7,494.47)
FERTILIZER AND SEED	326.90	896.00	(569.10)	10,804.42	10,750.00	54.42
GASOLINE, OIL, TIRES	2,457.66	458.00	1,999.66	4,318.67	5,500.00	(1,181.33)
PLANT & BUILDING	1,315.84	1,750.00	(434.16)	20,649.03	21,000.00	(350.97)
ROAD MAINTENANCE	0.00	4,958.00	(4,958.00)	0.00	59,500.00	(59,500.00)
TOOLS & SUPPLIES	0.00	250.00	(250.00)	463.60	3,000.00	(2,536.40)
GRAVE LINERS & VAULTS	4,845.51	2,934.00	1,911.51	34,063.24	35,200.00	(1,136.76)
GRAVE VASES	1,104.66	325.00	779.66	4,933.87	3,900.00	1,033.87
CONTRACT TREE/GARDEN MAINTNCE	19,636.87	19,748.00	(111.13)	196,660.16	236,976.00	(40,315.84)
CONTRACT BURIALS	522.00	732.00	(210.00)	9,048.00	8,775.00	273.00
SECURITY CAMERA EXPENSE	138.00	213.00	(75.00)	1,380.00	2,550.00	(1,170.00)
DMP GROUNDS SECURITY	725.00	725.00	0.00	7,975.00	8,700.00	(725.00)
<b>TOTAL EXPENSES</b>	<b>88,792.31</b>	<b>91,308.00</b>	<b>(2,515.69)</b>	<b>905,397.62</b>	<b>1,095,686.00</b>	<b>(190,288.38)</b>
<b>NET CHANGE FROM OPERATIONS</b>	<b>16,652.62</b>	<b>(8,835.00)</b>	<b>25,487.62</b>	<b>(68,826.20)</b>	<b>(106,016.00)</b>	<b>37,189.80</b>
OTHER REVENUE & EXPENSE						
RESERVES TRANSFERRED IN	0.00	7,042.00	(7,042.00)	28,865.08	84,500.00	(55,634.92)
<b>NET CHANGE</b>	<b>16,652.62</b>	<b>(1,793.00)</b>	<b>18,445.62</b>	<b>(39,961.12)</b>	<b>(21,516.00)</b>	<b>(18,445.12)</b>

**ACCUMULATIVE CAPITAL OUTLAY  
INCOME STATEMENT  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2019**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
BURIAL RIGHT SALES	23,220.00	24,540.00	(1,320.00)	224,440.00	257,295.00	(32,855.00)
CURRENT INTEREST & DIVIDENDS	3,540.15	4,327.00	(786.85)	17,842.44	13,648.48	4,193.96
COUNTY INTEREST INCOME	0.00	277.49	(277.49)	2,407.84	2,541.05	(133.21)
GAIN/INVEST FAIR VALUE INCREAS	9,461.97	(195.78)	9,657.75	15,232.00	(19,851.06)	35,083.06
<b>TOTAL REVENUE</b>	<u>36,222.12</u>	<u>28,948.71</u>	<u>7,273.41</u>	<u>259,922.28</u>	<u>253,633.47</u>	<u>6,288.81</u>
	<u>36,222.12</u>	<u>28,948.71</u>	<u>7,273.41</u>	<u>259,922.28</u>	<u>253,633.47</u>	<u>6,288.81</u>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	1,244.89	0.00	1,244.89	4,683.70	3,654.09	1,029.61
COUNTY SERVICE CHARGE	3.40	0.00	3.40	6.29	27.48	(21.19)
<b>TOTAL EXPENSES</b>	<u>(1,248.29)</u>	<u>0.00</u>	<u>(1,248.29)</u>	<u>(4,689.99)</u>	<u>(3,681.57)</u>	<u>(1,008.42)</u>
<b>NET CHANGE FROM OPERATIONS</b>	<u>34,973.83</u>	<u>28,948.71</u>	<u>6,025.12</u>	<u>255,232.29</u>	<u>249,951.90</u>	<u>5,280.39</u>
<b>OTHER REVENUE &amp; EXPENSE</b>						
REVENUE TRANSFERRED IN	0.00	(5,595.00)	5,595.00	(19,785.00)	(30,900.00)	11,115.00
REVENUE TRANSFER OUT	0.00	0.00	0.00	25,500.00	30,000.00	(4,500.00)
<b>TOTAL OTHER REVENUE &amp; EXPENSE</b>	<u>0.00</u>	<u>(5,595.00)</u>	<u>5,595.00</u>	<u>5,715.00</u>	<u>(900.00)</u>	<u>6,615.00</u>
<b>NET CHANGE</b>	<u>34,973.83</u>	<u>34,543.71</u>	<u>430.12</u>	<u>249,517.29</u>	<u>250,851.90</u>	<u>(1,334.61)</u>



**ENDOWMENT CARE FUND  
INCOME STATEMENT  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2019**

	FTD ACTUAL	FTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
WMC ENDOWMENT CARE	0.00	0.00	0.00	1,310.00	1,750.00	(440.00)
ENDOWMENT CARE DEPOSITS	21,325.00	12,648.17	8,676.83	166,581.87	196,897.66	(30,315.79)
CURRENT INTEREST & DIVIDENDS	14,150.61	10,142.51	4,008.10	90,610.14	52,427.19	38,182.95
COUNTY INTEREST INCOME	0.00	967.65	(967.65)	(656.86)	10,188.13	(10,844.99)
GAIN/INVEST FAIR VALUE INCREAS	27,544.99	1,803.75	25,741.24	58,392.66	(51,125.53)	109,518.19
<b>TOTAL REVENUE</b>	<b>63,020.60</b>	<b>25,562.08</b>	<b>37,458.52</b>	<b>316,237.81</b>	<b>210,137.45</b>	<b>106,100.36</b>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	(187.16)	0.00	(187.16)	20,817.46	23,623.58	(2,806.12)
<b>TOTAL EXPENSES</b>	<b>(187.16)</b>	<b>0.00</b>	<b>(187.16)</b>	<b>20,817.46</b>	<b>23,623.58</b>	<b>(2,806.12)</b>
<b>NET CHANGE</b>	<b>63,207.76</b>	<b>25,562.08</b>	<b>37,645.68</b>	<b>295,420.35</b>	<b>186,513.87</b>	<b>108,906.48</b>

**PRENEED FUND  
INCOME STATEMENT  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2019**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
CURRENT SALES	19,850.00	6,867.88	12,982.12	107,687.16	147,654.04	(39,966.88)
CURRENT DEFERRED REVENUE	16,706.45	9,018.08	7,688.37	101,308.41	157,068.11	(55,759.70)
CURRENT INTEREST & DIVIDENDS	7,398.75	6,663.65	735.10	36,169.80	19,695.29	16,474.51
COUNTY INTEREST INCOME	0.00	659.93	(659.93)	1,440.97	7,778.69	(6,337.72)
GAIN/INVEST FAIR VALUE INCREAS	16,640.35	250.11	16,390.24	29,778.04	(37,776.96)	67,555.00
<b>TOTAL REVENUE</b>	<b>60,595.55</b>	<b>23,459.65</b>	<b>37,135.90</b>	<b>276,384.38</b>	<b>294,419.17</b>	<b>(18,034.79)</b>
<b>EXPENSES</b>						
INVESTMENT FEES	2,406.88	0.00	2,406.88	9,250.60	6,398.06	2,852.54
COUNTY SERVICE CHARGES	0.34	0.00	0.34	1.70	1.70	0.00
LOSS ON TRANSFER (INTER COSTS)	0.00	429.01	(429.01)	5,585.60	8,299.20	(2,713.60)
SALES TRANSFER OUT (PRIOR YR)	0.00	5,595.00	(5,595.00)	21,660.00	31,750.00	(10,090.00)
<b>TOTAL EXPENSES</b>	<b>2,407.22</b>	<b>6,024.01</b>	<b>(3,616.79)</b>	<b>36,497.90</b>	<b>46,448.96</b>	<b>(9,951.06)</b>
<b>NET CHANGE</b>	<b>58,188.33</b>	<b>17,435.64</b>	<b>40,752.69</b>	<b>239,886.48</b>	<b>247,970.21</b>	<b>(8,083.73)</b>

**PALM SPRINGS CEMETERY DISTRICT  
RESOLUTION 4-2019**

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

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

**BE IT RESOLVED**, by the Board of Trustees of the Palm Springs Cemetery District that \$14,983.98 of the funds in the PreNeed Fund, 51265 shall be transferred to the General Fund, 51270

**FURTHER RESOLVED**, the Board of Trustees of the Palm Springs Cemetery District that \$10,930.50 of the funds in PreNeed Fund, 51265, shall be transferred to the Accumulative Capital Fund, 51275.

**BE IT FURTHER RESOLVED** that these fund transfers are the result of interment costs and contract refunds incurred for the months of April 1, 2019 to May 31, 2019.

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

**Section 1.                      CERTIFICATION**

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

**APPROVED AND ADOPTED this 13th day of June 2019**, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

ATTEST:

\_\_\_\_\_  
Bary A. Freet, Secretary

**PALM SPRINGS CEMETERY DISTRICT  
TRANSFER UNSPENT ACO FUNDS FROM GF BACK TO ACO  
RESOLUTION 5-2019**

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

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

**BE IT RESOLVED**, by the Board of Trustees of the Palm Springs Cemetery District that the Accumulative Capital unspent allocation in the amount \$14,066.87 shall be transferred from the General Fund, 51270, back to the Accumulative Capital Fund, 51275.

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

**Section 1.                    CERTIFICATION**

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

**APPROVED AND ADOPTED** this 13th day of June 13, 2019 by the following roll call vote:

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

ATTEST:

\_\_\_\_\_  
Bary A. Freet, Secretary

**Balance in Account 20230**

As of: 6/7/2019

General Ledger Balance:

1 Plot Box	14,000.00	PV 1525
2 Randy G. Myers & Nurseries	1,685.30	Desert Landscape South of Admin Bldg & Vet Chapel PV 1545 (\$26,853.00 - 1,000.00 -24,167.70)
3 Hyphae Designs	7,918.22	Bal on PV 1587 - Tree Wind Buffer Plan (19,030.00 - 11,111.78)
<u>Current ACO Expenditures</u>		
4 Security Cameras	(1,700.00)	Paid to Desert Alarm 6/26/18
5 Ramon Road Wall Damage	(1,200.00)	SDRMA claim 4620.00 less 4500.00 paid to J Barajas less 1,120.00 paid to Moreno
6 Davall Gate Entrance Repair	(7,500.00)	Paid to Patton Enterprises 5/13/19
7 Graveside Chairs (2 sets)	(3,000.00)	Paid to ASCO 5/13/19 & 5/24/19

**Total Remaining due to ACO : 14,066.87**

## Agenda Item 7c

### Resolution 6-2019, SDRMA Official Election Resolution and Election Ballot

Staff Recommendation Based on Knowledge and Experience:

Bob Awan (Incumbent)  
Sandy Seifert-Raffelson (Incumbent)  
Patrick K. O'Rourke, MPA/CFRM



OFFICIAL 2019 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- Bob Swan (Incumbent) - Board Member, Groveland Community Services District
Jesse D. Claypool - Board Chair, Honey Lake Valley Resource Conservation District
Patrick K. O'Rourke, MPA/CFRM - Board Member, Redwood Region Economic Development Commission
Sandy Seifert-Raffelson (Incumbent) - Finance Manager/Treasurer, Herlong Public Utility District
James (Jim) M. Hamlin - Board President, Burney Water District

Resolution 6-2019, SDRMA Official Election Resolution and Election Ballot

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2019 by the Palm Springs Cemetery District at a public meeting by the following votes:

AYES: \_\_\_\_\_
NOES: \_\_\_\_\_
ABSTAIN: \_\_\_\_\_
ABSENT: \_\_\_\_\_

ATTEST: \_\_\_\_\_

APPROVED: \_\_\_\_\_

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates - no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate\* Bob Swan

District/Agency Groveland Community Services District (GCS D)

Work Address P.O. Box 350, Groveland, CA 95321

Work Phone (209) 962-7161

Home Phone (408) 398-4731

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

1. SDRMA Board Member since 2016. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

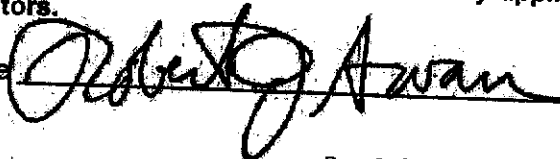
**What is your overall vision for SDRMA? (Response Required)**

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

 Date 4-24-2019

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates - no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate\*           Jesse D. Claypool

District/Agency   Honey Lake Valley Resource Conservation District

Work Address      USDA Service Center 170 Russell Avenue, Suite C Susanville, CA 96130

Work Phone        530-257-7271 ext 100

Home Phone       530-310-0232

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special district, working together with the other SDRMA Board Members, to ensure relevant—affordable solutions are available to all size special districts.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

I am currently serving my fifth (5th) consecutive term as Chairman of the Board of a special district. I served two (2) yrs. on a Technical Advisory Committee for the prevention of violence against schools K-12. I served one (1) term on an elementary school board. I am currently serving my second (2nd) consecutive term on CSDA's committee for Professional Development. I am currently serving my sixth (6th) consecutive term on the board of a Regional Water Management Group. I am currently serving my second (2nd) consecutive term on CSDA's committee for Member Services. I am currently serving as a member of the County's Civil Grand Jury.

I have attended and completed the California School Board Association's New Board Member Training. I have Certificates of Completion from CSDA for General Manager Evaluation, Exercising Legislative Authority and Achieving Transparency. I attended and completed CSDA's Extraordinary Leader training. I attended and completed CSDA's Special District Leadership Academy and I have received CSDA's Recognition in Special District Governance certificate.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

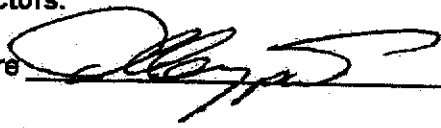
**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

**What is your overall vision for SDRMA? (Response Required)**

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4-26-19

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate\* Patrick K. O'Rourke, MPA/CFRM  
District/Agency Redwood Region Economic Development Commission (RREDC)  
Work Address 520 E Street Eureka, CA 95501  
Work Phone 707-445-9651 Home Phone 707-726-6700

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

**What is your overall vision for SDRMA? (Response Required)**

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature \_\_\_\_\_

Date

3/25/1953 2019

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

*Sandy Siefert Raffelson*

Date

*4/16/19*

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Candidate\* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113

Work Phone (530) 827-3150 Cell Phone (530) 310-4320

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors?**

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davis Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.

As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates - no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate\* James (Jim) M. Hamlin  
District/Agency Burney Water District  
Work Address 20222 Hudson St. Burney, Ca. 96013  
Work Phone (530) 335-3582 Cell Phone \_\_\_\_\_

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

Hope to serve and help with decisions being made to both strengthen SDRMA and move into new areas. Our districts are facing new challenges constantly.

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**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

See Next

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**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

September 1972 until January 2014, owned and operated a Insurance brokerage  
Sold business and retired.

Board Member of Mayers Memorial Hospital District From 1990 until 2014  
Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current  
Serving on Mayers Memorial Hospital Financial Board.

What is your overall vision for SDRMA? (Response Required)

SDRMA Board must be strong and protect the concerns of their members. Need  
to have a listening ear for the districts that are represented. Need to  
use caution when jumping into new areas, not jepordise their strong programs  
and beliefs for new programs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature James M. Henkle Date 3-27-2019