

**PALM SPRINGS CEMETERY DISTRICT**  
**AGENDA**  
**VIDEO CONFERENCE**  
**REGULAR MEETING**  
**OF THE**  
**BOARD OF TRUSTEES**  
**Thursday, May 12, 2022 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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**IMPORTANT NOTICE**

**NEW LAW**

**Pursuant to Assembly Bill No. 361**  
**Effective September 16, 2021**

**The Public May Observe the Meeting and Offer Public Comment Remotely**

**If you would like to participate in this teleconferenced Board Meeting, please follow these instructions:**  
**YOU MAY JOIN MEETING AND COMMENT VIA ZOOM AT: <https://us02web.zoom.us/j/2464673948>; or**  
**CALL IN: 669-900-6833 MEETING ID: 246 467 3948**

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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENTS**

At this time, pursuant to the Brown Act, any person may comment on matters of general interest within the subject matter jurisdiction of the Board of Trustees, NOT listed on the agenda. Pursuant to the Brown Act, the Board of Trustees will not take action on or discuss matters raised during Public Comment portion of the agenda that are not listed on the agenda.

Comments shall be limited to three (3) minutes per speaker. Speakers may not yield their time to others without the consent of the Presiding Officer. All comments shall be directed to the Board of Trustees and shall be devoid of any personal attacks unrelated to District business. Members of the public are expected to maintain a professional, courteous decorum during 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 April 14, 2022 Meeting Minutes

**5. CONSENT CALENDAR - continued**

- b. Approval of December Expenditures
  - General Fund \$ 73,457.93
  - Apr Reimburse Voucher 1735 \$ 29,504.16
  - Apr Reimburse Voucher 1736 \$ 43,913.34
  
  - Accumulative Capital Outlay \$ 2,021.13
  - Apr Reimburse Voucher 1737 \$ 2,021.13
  
  - Pet Memorial Park Cemetery \$ .00
  - Total April 31, 2022 Expenditures Checks & Visa/Debit Card  
24025-24059 & Direct Deposits (Payroll) \$ 75,479.06
- c. Financial Reports as of April 30, 2021 (F-1 thru F-5A)
- d. Resolution 8-2021, Regarding Remote Teleconference Board Meetings per AB361

**6. ADMINISTRATIVE CALENDAR**

- a. Discussion Regarding 40 Acre Land Lease with Da Vall Center, LLC - Mario J. Gonzales, President/CEO RM Da Vall, LLC and Michael Braun, Grit Development, Palm Springs
- b. District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group
- c. East 40 Acres Lease Agreement – Past Due Prior Years Property Taxes Update
- d. Palm Springs Historical Society Welwood Murray Cemetery Tours – Update Trustee Kleindienst

**7. LEGISLATIVE CALENDAR**

- a. Resolution 3-2022, Adopting an Electronic Signature Policy

**8. TRUSTEE AND ATTORNEY SIGNATURES**

**9. BOARD DEVELOPMENT**

- a. Board Primary Roles and Responsibilities

**10. PUBLIC HEARING CALENDAR – None**

**11. COMMITTEES**

**12. REPORTS**

- a. Trustees
- b. District Manager
  - 1. Strategic Barometer
  - 2. Memorial Day Posting of Veteran Flags by Scouts BSA Troop 262 at Desert Memorial Park

**13. FUTURE AGENDA ITEMS**

- a. Discussion in 2021/2022 – 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/Advertising
- d. Future Long-Range Planning – PSCD Staffing
- e. Discussion for Possible Cell Tower Location at Desert Memorial Park

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

- a. Real Property Negotiations pursuant to Government Code Section 54956.8  
**Property:** Assessor Parcel No. 670230017-4 (6.72 Acres) and Assessor Parcel No. 670230019-6 (29.45 Acres)  
**District Negotiator:** Board of Trustees of the Palm Springs Cemetery District and Steven B. Quintanilla, General Legal Counsel  
**Negotiating Parties:** Mario J. Gonzales, President/CEO RM Da Vall, LLC and Michael Braun, Grit Development  
**Under Negotiation:** Price and Terms of Payment

**15. CLOSED SESSION ANNOUNCEMENT**

**16. OPEN SESSION**

**17. ADJOURNMENT**

**THIS AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M.,  
MONDAY, May 9, 2022**

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Kathleen Jurasky, District Manager

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

**DATE:** April 14, 2022

**TIME:** 2:00 P.M.

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

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

2. **ROLL CALL**

Present: Jan M. Pye, Chairperson  
Lynn T. Mallotto, Treasurer  
LaFaye M. Platter, Secretary

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

Not Present: William G. Kleindienst, Vice Chairperson

District Manager Jurasky reported that Trustee Kleindienst had contacted her and advised her something came up, and he was unable to attend today's meeting.

Motion was made by Trustee Mallotto, seconded by Trustee Pye to excuse Trustee Kleindienst being absent. Motion carried; vote 3-0 Mallotto, Platter and Pye.

3. **PUBLIC COMMENTS** - None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Mallotto, seconded by Trustee Platter to approve the agenda as presented. Motion carried; vote 3-0 Mallotto, Platter and Pye.

5. **CONSENT CALENDAR** Motion was made by Trustee Pye, second by Trustee Mallotto approve the Consent Calendar as presented. Motion carried; roll call 3-0 Mallotto, Platter and Pye.

6. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group** Mr. Wilson reported the restricted and non-restricted funds in the Endowment Care account have been separated into two accounts. He stated all dividends and interest earned from the restricted portfolio will be journaled over monthly to the non-restricted account.

He further stated all fees associated with the restricted portion of the Endowment Care account will be paid from the new non-restricted account.

Mr. Wilson said he will need signatures from Trustees, Pye, Mallotto and Kleindienst on a "Move Money" form to approve allowing manual monthly journals transferring funds from the restricted to non-restricted account. They agreed to schedule dates and times to meet with him.

He reported there is approximately \$2,200,000.00 either currently in cash or maturing in the remainder of 2022. He stated with the volatility and "flat" yield curve there will be an opportunity to take advantage, and invest at much higher rates. Following a discussion, the investment report was received and filed.

**6. ADMINISTRATIVE CALENDAR - continued**

**b. East 40 Acres Lease Agreement – Past Due Prior Years Property Taxes** District Manger Jurasky reported she had received an email from Mario Gonzales stating they are working on a large payment to get the delinquency resolved. She also stated attorney Quintanilla sent him a letter regarding the past due prior years property taxes.

**7. LEGISLATIVE** **a. Resolution 1-2022, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Mallotto, seconded by Trustee Platter to approve Resolution 1-2022 transferring \$21,961.20 from PreNeed Fund, 51265 to the General Fund, 51270 and \$7,505.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 3-0. Mallotto, Platter and Pye.

**b. Resolution 2-2022, Finance Committee Urgency Action Authority** Following a discussion motion was made by Trustee Pye, seconded by Trustee Mallotto to approve Resolution 2-2022, Finance Committee Urgency Action Authority. When the finance committee uses their urgency action authority the item will be on the next agenda for the Board to receive and file. No action to ratify by the full Board will be required. Motion carried, roll call 3-0. Mallotto, Platter and Pye.

**8. TRUSTEE SIGNATURES AND ATTORNEY** District Manager Jurasky will contact Trustees and attorney to arrange for signature completions.

**9. BOARD DEVELOPMENT** **a. Understanding the Legislative Process**

District Manager Jurasky stated this is a very informative article from California Special Districts Association (CSDA) regarding the California legislative process.

**b. Special Districts Association of Riverside County (SDARC) Luncheon – Review and Discussion** Trustee Pye reported the featured speaker District Attorney Hestrin gave a presentation on opioids, specifically Fentanyl, the negative effect on the population and what they are doing to mitigate the problems.

Trustee Mallotto stated District Attorney Hestrin gave a very eye-opening commentary regarding the Fentanyl deaths, and how year after year deaths are increasing significantly in the valley.

**10. PUBLIC HEARING CALENDAR** – None

**11. COMMITTEE REPORTS** – None

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

**b. District Manager**

**1. Strategic Barometer** **a. Service Provider Agreements – New Interment Sections** District Manager reported the service provided agreements are in the process of being executed, and this information was updated on the strategic barometer.

**2. Disinterment/Reinterment C. Bercovici – Court Order** District Manager Jurasky reported the court ordered disinterment/reinterment of C. Bercovici for remains identification purposes took place on Friday, April 1, 2022, and stated she was positively identified and is in the correct grave. District Manager Jurasky said no further actions were required.

**3. Staff Promotion – E. Archila Groundsman to Interim Grounds Supervisor** District Manager Jurasky reported she promoted E. Archila from Groundsman to Interim Grounds Supervisor, and is working with him to get promoted the Grounds Supervisor position.

**12. REPORTS    b. District Manager - continued**

District Manager Jurasky reported received a call from Rabbi Steven Rosenberg requesting he be allowed to bring a personal shovel to use at graveside for a service he would be officiating. She stated he was advised it would be allowed provided he sign a liability waiver, which he agreed to sign. She stated she contacted attorney Quintanilla, advised him of the request and asked him to prepare the necessary document for signature, which he did.

She stated she emailed the form to Rabbi Rosenberg the same day, and followed up with a phone call to confirm he had received it. That was on Friday, and the service was scheduled late afternoon on Monday. District Manager Jurasky reported on Monday morning she had not received the signed waiver, so she called Rabbi Rosenberg to ask if he had signed the waiver. He stated he forwarded to waiver to the son, and asked what will happen if the waiver isn't signed. District Jurasky said she responded the shovel will not be allowed to be used. She stated Rabbi Rosenberg said to her, you are not going to interfere with the service, and it will happen regardless of what shovel we use. I explained the rules, regulations and liability concerns.

At the graveside prior to the service, District Manager Jurasky reported she spoke with the Rabbi and advised him she needed the signed waiver for the shovel to be used. His reply was he wasn't going to sign, nor was the family, you better not disrupt the service in any way.

Not wanting to cause a scene District Manager Jurasky stated she stepped away, let the service proceed, and did not make an issue of the use of the personal shovel.

After the service District Manager Jurasky stated she immediately called attorney Quintanilla and informed him what had transpired, and he sent a letter to Rabbi Rosenberg regarding the use of personal tools.

**13. FUTURE AGENDA ITEMS    a. Discussion in 2021/2022 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/Advertising    No action taken**

**d. Lease Agreement Property Taxes January 2022    No action taken**

**e. Discussion for Possible Cell Tower Location at Desert Memorial Park    No action taken**

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

**15. CLOSED SESSION ANNOUNCEMENT**

**16. OPEN SESSION**

**17. ADJOURNMENT** Meeting was adjourned by Trustee Pye at 2:39 P.M. The next regular video conference board meeting is scheduled for 2:00 P.M., Thursday, May 12, 2022.

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

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LaFaye M. Platter, Secretary

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal**  
For the Period From Apr 1, 2022 to Apr 30, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
4/4/22	24025	CA SALES TAX FOR PERIOD 01/01/22 - 03/31/22 CALIFORNIA DEPT OF TAX & FEE ADMIN	1,575.00	1,575.00
4/4/22	24026	SECURITY PATROL FOR APR 2022 (INV 2204133) MAXWELL SECURITY SERVICES, INC	825.00	825.00
4/4/22	24027	TRASH SERVICE FOR APRIL 2022 BURRTEC WASTE & RECYCLING SVCS	425.82	425.82
4/4/22	24028	APR 2022 PSCD EMPLOYEE DENTAL INSURANCE EXPENS STANDARD INSURANCE COMPANY RB	424.20	424.20
4/4/22	24029	INV 942 - GENERAL LEGAL SERVICES IN FEB 2022 INV 943 - LEASE AGREEMENT LEGAL SERVICES IN FEB 2 INV 944 - PERSONNEL MATTERS LEGAL SERVICES IN FE QUINTANILLA & ASSOCIATES	660.00 114.00 212.50	986.50
4/4/22	24030	YELLOW PAGE ADVERTISING FOR MAR 2022 THRYV	181.10	181.10
4/4/22	24031	INV000000455353 - OFFICE WIFI FOR APR 2022 ONE RING NETWORKS	200.00	200.00
4/4/22	24032	INV 496829 - (350) GALLONS OF GASOLINE; (201) GALLON BECK OIL INC	3,178.90	3,178.90
4/6/22	24033	EMAIL SERVICES - MAR 2022 BACKUP BATTERY BACKUP BATTERY INSTALLATION ERICH FISCHER	31.00 75.00 115.00	221.00
4/6/22	24034	INV 241183 - MAR 2022 LANDSCAPE MAINTENANCE NISSHO OF CALIFORNIA, INC	24,700.00	24,700.00
4/7/22	24035	IN050154 - (1) #7 LINER; (1) #0 LINER; (3) #5 VAULTS; (4) #5 WHITED CEMETERY SERVICE	2,130.00	2,130.00
4/8/22	24036	VOID***VOID***VOID		
4/8/22	24037	WMC USAGE FOR APR 2022 DESERT WATER AGENCY	557.83	557.83
4/8/22	24038	INV 14694194 - PEST CONTROL MAINTENANCE FOR MAR WESTERN EXTERMINATOR	97.15	97.15
4/13/22	24039	INV 4669844 - COURIER SERVICE ON 3/22/22 & 3/11/22 GLS US	48.51	48.51
4/13/22	24040	33245-850914 WELL REPLENISHMENT FOR MAR 2022 COACHELLA VALLEY WATER DIST	1,389.11	1,389.11
4/13/22	24041	OFFICE PHONES FOR PERIOD ENDING 05/06/22 FRONTIER COMMUNICATIONS	390.77	390.77
4/18/22	24042	559833-884768 - COMMERCIAL FOR APR 2022 180819-512108 - BUSINESS FOR APR 2022 559831-884770 - FIRE PROTECTION FOR APR 2022 COACHELLA VALLEY WATER DIST	29.59 24.71 86.99	141.29

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal**  
For the Period From Apr 1, 2022 to Apr 30, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
4/21/22	24043	MAY 2022 PSCD EMPLOYEE VISION INSURANCE EXPENS METLIFE GROUP BENEFITS	49.90	49.90
4/21/22	24044	IN770653 - KYOCERA COPIER CONTRACT FOR 4/16/22 TO IN770654 - WATER COOLER FOR 4/16/22 TO 05/15/22 AIS	190.06 32.63	222.69
4/21/22	24045	IT0000005253 - PS FINANCIALS FOR MARCH 2022 DATA VPN RIVERSIDE COUNTY INFORMATION TECHNOLOGY	76.56 4.66	81.22
4/21/22	24046	INV 02D0032777377 - BOTTLED WATER AND OTHER SUPP READY REFRESH	53.53	53.53
4/26/22	24047	INV 4681461 - COURIER SERVICE ON 4/08/22 GLS US	23.45	23.45
4/26/22	24048	INV 95283 - 4 GATE CLOSING SIGNS BEST SIGNS, INC	2,021.13	2,021.13
4/26/22	24049	IT0000005253 - PS FINANCIALS FOR APR 2022 DATA VPN RIVERSIDE COUNTY INFORMATION TECHNOLOGY	76.56 4.66	81.22
4/26/22	24050	MAR 2022 SERVICE ON AMERICA PLAZA FOUNTAIN ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
4/26/22	24051	GROUNDS SUPERVISER CELL PHONE FOR PERIOD ENDI SPRINT	118.11	118.11
4/26/22	24052	MAY 2022 PSCD EMPLOYEE LIFE INSURANCE EXPENSE STANDARD INSURANCE COMPANY RQ	53.17	53.17
4/26/22	24053	INV 66940 - (12) GRAY VASES ASCO PACIFIC, INC.	455.83	455.83
4/28/22	24054	INV 66986 - (12) GRAY VASES; (12) BROWN VASES ASCO PACIFIC, INC.	774.31	774.31
4/28/22	24055	K JURASKY EXTRA HEALTH INSURANCE FOR APR 2022 COLONIAL LIFE	203.78	203.78
4/28/22	24056	APR 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - K J APR 2022 EMPLOYEE 403B PAYABLE - K JURASKY INVESCO INVESTMENT SERVICES, INC	624.88 2,219.78	2,844.66
4/28/22	24057	APR 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - E A FRANKLIN - TEMPLETON	271.81	271.81
4/28/22	24058	APR 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - S L FRANKLIN - TEMPLETON	235.20	235.20
4/28/22	24059	APR 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - S VI FRANKLIN - TEMPLETON	246.40	246.40
4/7/22	CALPERS	APR 2022 PPSCD EMPLOYEE HEALTH INSURANCE EXPE APR 2022 PSCD RETIREE HEALTH INSURANCE EXPENSE APR 2022 EMPLOYEE PORTION OF HEALTH INSURANCE	4,358.62 382.89 173.78	



**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal**  
For the Period From Apr 1, 2022 to Apr 30, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
		CALPERS		4,915.29
4/22/22	DEBIT EA	USPS - CERTIFIED LETTER FOR FORMS 700 COMPANY DEBIT CARD	8.76	8.76
4/1/22	DEBIT KJ	STAPLES - COVID - ALCOHOL WIPES STAPLES - PAPER COMPANY DEBIT CARD	17.18 26.30	43.48
4/7/22	DEBIT KJ	ICLOUD+ WITH 200 GB STORAGE COMPANY DEBIT CARD	2.99	2.99
4/19/22	DEBIT KJ	USPS - POSTAGE STAMPS - (4) ROLLS PLUS (40) ADDITIO COMPANY DEBIT CARD	240.00	240.00
4/21/22	DEBIT KJ	STAPLES - COPY PAPER, PAPER TOWELS, BINDERS COMPANY DEBIT CARD	237.62	237.62
4/20/22	DEBIT KJ	AMAZON - PROTECTIVE CASE FOR GOUNDSMAN IPHON COMPANY DEBIT CARD	27.18	27.18
4/8/22	EDD_TAX	SIT P/R 03/24/2022 TO 04/06/2022 PAID 04/08/2022 SDI P/R 03/24/2022 TO 04/06/2022 PAID 04/08/2022 EMPLOYMENT DEVELOPMENT DEPT	198.49 105.96	304.45
4/22/22	EDD_TAX	SIT P/R 04/07/2022 TO 04/20/2022 PAID 04/22/2022 SDI P/R 04/07/2022 TO 04/20/2022 PAID 04/22/2022 EMPLOYMENT DEVELOPMENT DEPT	219.37 119.62	338.99
4/22/22	EDD_TAX	SUI P/R 04/07/2022 TO 04/20/2022 PAID 04/22/2022 CA EDU & TRAINING P/R 04/07/2022 TO 04/20/2022 PAID 04 EMPLOYMENT DEVELOPMENT DEPT	29.09 0.54	29.63
4/27/22	EDISON	8002601833 - WELL #4 FOR PERIOD 03/11/22 TO 04/10/22 8000493032 - ADMIN BUILDING FOR PERIOD 03/14/22 TO 0 8003526191 - WELL #2 FOR PERIOD 03/15/22 TO 04/12/22 8004476833 - WMC FOR PERIOD 03/15/22 TO 04/12/22 (REDU 8004476833 - WMC DESERT COMMUNITY ENERGY FOR P 8004476833 - WMC DESERT COMMUNITY ENERGY FOR P SO CAL EDISON	4,010.67 648.87 223.91 0.36 0.39	40.43 4,843.77
4/8/22	EXPRESS	FIT P/R 03/24/2022 TO 04/06/2022 PAID 04/08/2022 SOCIAL SECURITY P/R 03/24/2022 TO 04/06/2022 PAID 04/0 MEDICARE P/R 03/24/2022 TO 04/06/2022 PAID 04/08/2022 BANK OF AMERICA	695.22 1,194.42 279.34	2,168.98
4/22/22	EXPRESS	FIT P/R 04/07/2022 TO 04/20/2022 PAID 04/22/2022 SOCIAL SECURITY P/R 04/07/2022 TO 04/20/2022 PAID 04/2 MEDICARE P/R 04/07/2022 TO 04/20/2022 PAID 04/22/2022 BANK OF AMERICA	787.61 1,348.70 315.43	2,451.74
4/8/22	FEEES	P/R 03/24/2022 TO 04/06/2022 PAID 04/08/2022 CBIZ PAYROLL	103.11	103.11
4/22/22	FEEES	P/R 04/07/2022 TO 04/20/2022 PAID 04/22/2022 CBIZ PAYROLL	89.61	89.61
	<b>Total</b>		<b>61,104.62</b>	<b>61,104.62</b>

**PALM SPRINGS CEMETERY DISTRICT  
Payroll Disbursement Journal-General Fund  
For April 2022**

Date	Reference	Employee	Amount
4/8/2022	5501	KATHLEEN JURASKY	2,476.64
4/8/2022	5502	STEPHANIE C. LOZANO	1,338.18
4/8/2022	5503	SCOTT W. VICKREY	1,396.29
4/8/2022	5504	EDGAR F. ARCHILA	858.77
4/8/2022	5505	EDGAR F. ARCHILA	693.23
4/22/2022	5512	KATHLEEN JURASKY	2,476.64
4/22/2022	5513	KATHLEEN JURASKY	400.00
4/22/2022	5514	STEPHANIE C. LOZANO	1,338.18
4/22/2022	5515	SCOTT W. VICKREY	1,222.51
4/22/2022	5516	EDGAR F. ARCHILA	1,682.39
4/22/2022	5517	LYNN T. MALLOTTO	163.87
4/22/2022	5518	LAFAYE M. PLATTER	163.87
4/22/2022	5519	JAN M. PYE	163.87
			<b>4/1/22 thru 4/30/22</b>
			<b>14,374.44</b>

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**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP  
April 2022**

<b>April Cash Disbursement Journal</b>	<b>61,104.62</b>
<b>April Payroll Disbursement Journal</b>	<b>14,374.44</b>
<b>TOTAL PSCD DISBURSEMENTS</b>	<b><u>75,479.06</u></b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b><u>73,457.93</u></b>
<b>April Payment Voucher # 1735</b>	<b>29,504.16</b>
<b>April Payment Voucher # 1736</b>	<b>43,913.34</b>
<b>So Cal Edison CA Climate Credit</b>	<b>40.43</b>
<b>Total Payment Vouchers</b>	<b><u>73,457.93</u></b>
<b>TOTAL ACO EXPENDITURES</b>	<b><u>2,021.13</u></b>
<b>APRIL ACO PAYMENT VOUCHER 1737</b>	<b>2,021.13</b>
<b>Best Signs, Inc. - Check 24048</b>	
<b>Four Gate Closing Signs</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>15,000.00</b>
<b>TOTAL APRIL 2022 DISBURSEMENTS</b>	<b><u>75,479.06</u></b>

**PALM SPRINGS CEMETERY DISTRICT  
SITE SALES & INTERMENTS  
APRIL 2022**

**SALES**

	Prior Months		April		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	243	0	35	0	278	0	259	0
Adult, A&B	8	0	1	0	9	0	13	0
Premium	12	0	0	0	12	0	34	0
Child	7	0	0	0	7	0	3	0
Cremation	32	0	3	0	35	0	32	0
Niche	24	0	4	0	28	0	39	0
<b>TOTALS</b>	<b>326</b>	<b>0</b>	<b>43</b>	<b>0</b>	<b>369</b>	<b>0</b>	<b>380</b>	<b>0</b>

**LOT REPURCHASES**

	Prior Months		April		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	12	0	0	0	12	0	8	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>8</b>	<b>0</b>

**TOTAL INTERMENTS**

	Prior Months		April		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	173	1	18	0	191	1	247	0
Child	7	0	0	0	7	0	2	0
Cremation	67	3	4	0	71	3	48	1
Niche	17	0	0	0	17	0	29	0
<b>TOTALS</b>	<b>264</b>	<b>4</b>	<b>22</b>	<b>0</b>	<b>286</b>	<b>4</b>	<b>326</b>	<b>1</b>

**SATURDAY INTERMENTS**

	Prior Months		April		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	0	0	0	0	0	0
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUNDAY INTERMENTS**

	Prior Months		April		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	0	0	0	0	0	0
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PALM SPRINGS CEMETERY DIST  
INCOME STATEMENT - GENERAL FUND  
FOR THE TEN MONTHS ENDING APRIL 30, 2022**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
OPEN AND CLOSE	26,870.00	49,020.00	(22,150.00)	305,865.00	368,090.00	(62,225.00)
MISC SPECIAL SET-UP	0.00	0.00	0.00	225.00	225.00	0.00
RETURNED CHECK BANK CHARGE	30.00	0.00	30.00	240.00	90.00	150.00
INTEREST RECEIVED	0.49	1.10	(0.61)	10.34	22.54	(12.20)
LAND LEASE	6,103.01	5,730.53	372.48	61,030.10	57,305.30	3,724.80
MISC INCOME	0.00	0.00	0.00	239.06	510.00	(270.94)
CREDIT CARD CONVEN FEE	655.18	531.92	123.26	6,706.04	7,599.53	(893.49)
TAX COLLECTIONS	17,775.00	16,925.97	849.03	244,302.60	228,546.51	15,756.09
VAULTS	690.00	7,545.00	(6,855.00)	10,990.00	26,535.00	(15,545.00)
CREMATION VAULTS	540.00	720.00	(180.00)	6,280.00	4,720.00	1,560.00
LINERS	2,210.00	1,890.00	320.00	24,364.00	23,405.00	959.00
GRAVE VASES	1,256.75	1,819.55	(562.80)	12,915.30	11,546.35	1,368.95
ENR SURCHARGE	2,880.00	8,560.00	(5,680.00)	44,810.00	59,260.00	(14,450.00)
LOT TRANSFERS	100.00	100.00	0.00	600.00	1,600.00	(1,000.00)
COUNTY INTEREST INCOME	9.05	10.16	(1.11)	533.28	541.78	(8.50)
DONATIONS & GRANTS	0.12	0.00	0.12	4,147.82	106.00	4,041.82
HANDLING FEE	8,010.00	16,845.00	(8,835.00)	91,110.00	121,455.00	(30,345.00)
PRENEED CONTRACT SERVICE CHG	1,400.00	1,700.00	(300.00)	13,500.00	10,700.00	2,800.00
VASE/HDSTN SET & CLEAN	4,960.00	6,675.00	(1,715.00)	57,210.00	53,320.00	3,890.00
<b>TOTAL REVENUE</b>	<b>73,489.60</b>	<b>118,074.23</b>	<b>(44,584.63)</b>	<b>885,078.54</b>	<b>975,578.01</b>	<b>(90,499.47)</b>
EXPENSES						
REGULAR SALARIES	20,128.24	19,362.52	765.72	228,354.85	221,612.11	6,742.74
BOT MEETING COMPENSATION	538.77	1,436.72	(897.95)	6,824.42	8,979.50	(2,155.08)
BOT CONFERENCES	0.00	0.00	0.00	1,150.00	0.00	1,150.00
BOT TRAVEL & EXPENSES	0.00	0.00	0.00	192.97	0.00	192.97
COVID-19 PAYROLL	0.00	0.00	0.00	0.00	4,921.29	(4,921.29)
RETIREMENT/PENSION	1,378.29	0.00	1,378.29	15,460.62	14,409.83	1,050.79
FICA	1,271.55	1,279.75	(8.20)	14,473.25	14,493.93	(20.68)
MEDICARE	297.38	299.30	(1.92)	3,384.86	3,389.72	(4.86)
EMPLOYEE GROUP INSURANCE	4,885.89	7,281.14	(2,395.25)	59,512.91	63,100.68	(3,587.77)
RETIREE GROUP INSURANCE	382.89	1,143.75	(760.86)	4,971.28	11,501.04	(6,529.76)
UNEMPLOYMENT INSURANCE	29.09	282.32	(253.23)	2,101.94	2,080.96	20.98
WORKERS COMP INSURANCE	49.76	562.36	(512.60)	752.30	5,607.70	(4,855.40)
ELECTRICITY	4,843.77	11,755.97	(6,912.20)	58,754.71	43,379.90	15,374.81
TELEPHONE	508.88	520.79	(11.91)	6,843.56	6,707.61	135.95
WATER	2,088.23	1,716.10	372.13	26,686.25	28,625.47	(1,939.22)
COMMUNITY OUTREACH	0.00	0.00	0.00	45.00	100.00	(55.00)
VISA-MASTER CHG FEES	580.36	498.78	81.58	7,172.24	8,136.58	(964.34)
RETURNED CHECK	0.00	0.00	0.00	51.00	0.00	51.00
COUNTY SERVICE CHARGE	192.94	0.00	192.94	911.05	1,059.33	(148.28)
EDUCATION	0.54	0.00	0.54	227.25	0.00	227.25
GENERAL INSURANCE	2,117.83	2,190.03	(72.20)	21,178.30	21,900.30	(722.00)
LEGAL	986.50	0.00	986.50	15,398.00	11,704.00	3,694.00
LOT REPURCHASE	0.00	0.00	0.00	6,960.00	6,185.00	775.00
OFFICE EXPENSE	1,497.02	1,224.66	272.36	18,540.92	19,613.39	(1,072.47)
TRAVEL & CONVENTION	0.00	0.00	0.00	582.96	0.00	582.96
UNIFORMS & SAFETY EQUIPMENT	0.00	0.00	0.00	1,018.37	0.00	1,018.37
MTG EXP & SUPPLIES	0.00	0.00	0.00	795.61	103.31	692.30
AUDIT	0.00	0.00	0.00	8,100.00	6,320.00	1,780.00
ADVERTISING/PUBLICITY	181.10	315.95	(134.85)	2,249.30	2,149.81	99.49
MEMBERSHIP & DUES	0.00	0.00	0.00	5,579.00	5,925.00	(346.00)
AUTO TRUCK EXPENSE	0.00	0.00	0.00	1,051.90	9,262.28	(8,210.38)
LARGE EQUIPMENT REPAIRS	0.00	0.00	0.00	0.00	2,994.67	(2,994.67)
EQUIPMENT REPAIRS	0.00	0.00	0.00	640.00	0.00	640.00
IRRIGATION SYSTEM REPAIRS	0.00	68.90	(68.90)	5,097.76	3,936.60	1,161.16
FERTILIZER AND SEED	0.00	0.00	0.00	14,455.33	7,908.30	6,547.03
GASOLINE, OIL, TIRES	3,178.90	28.06	3,150.84	9,681.35	675.25	9,006.10
PLANT & BUILDING	572.97	502.33	70.64	11,735.33	9,646.51	2,088.82
TOOLS & SUPPLIES	27.18	61.98	(34.80)	1,449.78	899.12	550.66
GRAVE LINERS & VAULTS	2,130.00	1,368.00	762.00	44,772.42	51,518.04	(6,745.62)
GRAVE VASES	1,230.14	1,047.20	182.94	8,664.88	6,423.14	2,241.74
CONTRACT TREE/GARDEN MAINTNCE	24,700.00	24,700.00	0.00	221,972.05	221,499.21	472.84
SECURITY CAMERA EXPENSE	0.00	0.00	0.00	539.10	539.10	0.00
DMP GROUNDS SECURITY	825.00	725.00	100.00	7,650.00	7,250.00	400.00
COVID-19 EXPENSES	17.18	248.27	(231.09)	508.86	2,238.28	(1,729.42)
<b>TOTAL EXPENSES</b>	<b>(74,640.40)</b>	<b>(78,619.88)</b>	<b>3,979.48</b>	<b>(846,491.68)</b>	<b>(836,796.96)</b>	<b>(9,694.72)</b>
<b>NET CHANGE FROM OPERATIONS</b>	<b>(1,150.80)</b>	<b>39,454.35</b>	<b>(40,605.15)</b>	<b>38,586.86</b>	<b>138,781.05</b>	<b>(100,194.19)</b>
OTHER REVENUE & EXPENSE						
TOTAL OTHER REVENUE & EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
<b>NET CHANGE</b>	<b>(1,150.80)</b>	<b>39,454.35</b>	<b>(40,605.15)</b>	<b>38,586.86</b>	<b>138,781.05</b>	<b>(100,194.19)</b>

**PALM SPRINGS CEMETERY DIST**  
**ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND**  
**FOR THE TEN MONTHS ENDING APRIL 30, 2022**

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
<b>REVENUE</b>						
OPEN AND CLOSE	26,870.00	24,754.00	2,116.00	305,865.00	297,050.00	8,815.00
MISC SPECIAL SET-UP	0.00	75.00	(75.00)	225.00	900.00	(675.00)
RETURNED CHECK BANK CHARGE	30.00	6.00	24.00	240.00	70.00	170.00
INTEREST RECEIVED	0.49	3.00	(2.51)	10.34	35.00	(24.66)
LAND LEASE	6,103.01	5,817.00	286.01	61,030.10	69,798.00	(8,767.90)
MISC INCOME	0.00	0.00	0.00	239.06	0.00	239.06
CREDIT CARD CONVEN FEE	655.18	712.00	(56.82)	6,706.04	8,550.00	(1,843.96)
LATE FEE	0.00	1,075.00	(1,075.00)	0.00	12,900.00	(12,900.00)
SAT INTERMENT SURCHARGE	0.00	1,633.00	(1,633.00)	0.00	19,600.00	(19,600.00)
SUN INTERMENT SURCHARGE	0.00	733.00	(733.00)	0.00	8,800.00	(8,800.00)
TAX COLLECTIONS	17,775.00	29,880.00	(12,105.00)	244,302.60	358,562.00	(114,259.40)
VAULTS	690.00	1,421.00	(731.00)	10,990.00	17,050.00	(6,060.00)
CREMATION VAULTS	540.00	0.00	540.00	6,280.00	0.00	6,280.00
LINERS	2,210.00	1,987.00	223.00	24,364.00	23,850.00	514.00
GRAVE VASES	1,256.75	731.00	525.75	12,915.30	8,775.00	4,140.30
MEMORIAL WALL INCOME	0.00	25.00	(25.00)	0.00	300.00	(300.00)
ENR SURCHARGE	2,880.00	3,561.00	(681.00)	44,810.00	42,730.00	2,080.00
LOT TRANSFERS	100.00	133.00	(33.00)	600.00	1,600.00	(1,000.00)
COUNTY INTEREST INCOME	9.05	46.00	(36.95)	533.28	550.00	(16.72)
DONATIONS & GRANTS	0.12	0.00	0.12	4,147.82	0.00	4,147.82
HANDLING FEE	8,010.00	7,848.00	162.00	91,110.00	94,175.00	(3,065.00)
PRENEED CONTRACT SERVICE CHG	1,400.00	667.00	733.00	13,500.00	8,000.00	5,500.00
VASE/HDSTN SET & CLEAN	4,960.00	3,824.00	1,136.00	57,210.00	45,890.00	11,320.00
<b>TOTAL REVENUE</b>	<b>73,489.60</b>	<b>84,931.00</b>	<b>(11,441.40)</b>	<b>885,078.54</b>	<b>1,019,185.00</b>	<b>(134,106.46)</b>
<b>EXPENSES</b>						
REGULAR SALARIES	20,128.24	25,762.00	(5,633.76)	228,354.85	309,141.00	(80,786.15)
BOT MEETING COMPENSATION	538.77	1,122.00	(583.23)	6,824.42	13,469.00	(6,644.58)
BOT CONFERENCES	0.00	208.00	(208.00)	1,150.00	2,500.00	(1,350.00)
BOT TRAVEL & EXPENSES	0.00	250.00	(250.00)	192.97	3,000.00	(2,807.03)
TEMPORARY HELP	0.00	833.00	(833.00)	0.00	10,000.00	(10,000.00)
RETIREMENT/PENSION	1,378.29	1,725.00	(346.71)	15,460.62	20,697.00	(5,236.38)
FICA	1,271.55	1,577.00	(305.45)	14,473.25	18,919.00	(4,445.75)
MEDICARE	297.38	394.00	(96.62)	3,384.86	4,730.00	(1,345.14)
EMPLOYEE GROUP INSURANCE	4,885.89	5,842.00	(956.11)	59,512.91	70,106.00	(10,593.09)
RETIREE GROUP INSURANCE	382.89	1,113.00	(730.11)	4,971.28	13,353.00	(8,381.72)
UNEMPLOYMENT INSURANCE	29.09	283.00	(253.91)	2,101.94	3,395.00	(1,293.06)
WORKERS COMP INSURANCE	49.76	632.00	(582.24)	752.30	7,585.00	(6,832.70)
ELECTRICITY	4,843.77	4,020.00	823.77	58,754.71	48,250.00	10,504.71
TELEPHONE	508.88	667.00	(158.12)	6,843.56	8,000.00	(1,156.44)
WATER	2,988.23	3,354.00	(1,265.77)	26,686.25	40,250.00	(13,563.75)
COMMUNITY OUTREACH	0.00	83.00	(83.00)	45.00	1,000.00	(955.00)
VISA-MASTER CHG FEES	580.36	750.00	(169.64)	7,172.24	9,000.00	(1,827.76)
RETURNED CHECK	0.00	4.00	(4.00)	51.00	50.00	1.00
COUNTY SERVICE CHARGE	192.94	100.00	92.94	911.05	1,200.00	(288.95)
EDUCATION	0.54	33.00	(32.46)	227.25	400.00	(172.75)
GENERAL INSURANCE	2,117.83	2,229.00	(111.17)	21,178.30	26,752.00	(5,573.70)
LEGAL	986.50	1,458.00	(471.50)	15,398.00	17,500.00	(2,102.00)
LOT REPURCHASE	0.00	542.00	(542.00)	6,960.00	6,500.00	460.00
OFFICE EXPENSE	1,497.02	1,500.00	(2.98)	18,540.92	18,000.00	540.92
TRAVEL & CONVENTION	0.00	583.00	(583.00)	582.96	7,000.00	(6,417.04)
UNIFORMS & SAFETY EQUIPMENT	0.00	83.00	(83.00)	1,018.37	1,000.00	18.37
MTG EXP & SUPPLIES	0.00	42.00	(42.00)	795.61	500.00	295.61
CONTRIBUTIONS	0.00	17.00	(17.00)	0.00	200.00	(200.00)
AUDIT	0.00	683.00	(683.00)	8,100.00	8,200.00	(100.00)
ADVERTISING/PUBLICITY	181.10	417.00	(235.90)	2,249.30	5,000.00	(2,750.70)
MEMBERSHIP & DUES	0.00	525.00	(525.00)	5,579.00	6,300.00	(721.00)
AUTO TRUCK EXPENSE	0.00	100.00	(100.00)	1,051.90	1,200.00	(148.10)
LARGE EQUIPMENT REPAIRS	0.00	333.00	(333.00)	0.00	4,000.00	(4,000.00)
EQUIPMENT REPAIRS	0.00	83.00	(83.00)	640.00	1,000.00	(360.00)
IRRIGATION SYSTEM REPAIRS	0.00	692.00	(692.00)	5,097.76	8,300.00	(3,202.24)
FERTILIZER AND SEED	0.00	917.00	(917.00)	14,455.33	11,000.00	3,455.33
GASOLINE, OIL, TIRES	3,178.90	417.00	2,761.90	9,681.35	5,000.00	4,681.35
PLANT & BUILDING	572.97	1,833.00	(1,260.03)	11,735.33	22,000.00	(10,264.67)
ROAD MAINTENANCE	0.00	167.00	(167.00)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	27.18	125.00	(97.82)	1,449.78	1,500.00	(50.22)
GRAVE LINERS & VAULTS	2,130.00	3,208.00	(1,078.00)	44,772.42	38,500.00	6,272.42
GRAVE VASES	1,230.14	375.00	855.14	8,664.88	4,500.00	4,164.88
CONTRACT TREE/GARDEN MAINTNCE	24,700.00	24,700.00	0.00	221,972.05	296,400.00	(74,427.95)
CONTRACT BURIALS	0.00	583.00	(583.00)	0.00	7,000.00	(7,000.00)
SECURITY CAMERA EXPENSE	0.00	125.00	(125.00)	539.10	1,500.00	(960.90)
DMP GROUNDS SECURITY	825.00	725.00	100.00	7,650.00	8,700.00	(1,050.00)
COVID-19 EXPENSES	17.18	125.00	(107.82)	508.86	1,500.00	(991.14)
<b>TOTAL EXPENSES</b>	<b>74,640.40</b>	<b>91,339.00</b>	<b>(16,698.60)</b>	<b>846,491.68</b>	<b>1,096,097.00</b>	<b>(249,605.32)</b>
<b>NET CHANGE FROM OPERATIONS</b>	<b>(1,150.80)</b>	<b>(6,408.00)</b>	<b>5,257.20</b>	<b>38,586.86</b>	<b>(76,912.00)</b>	<b>115,498.86</b>
<b>OTHER REVENUE &amp; EXPENSE</b>						
RESERVES TRANSFERRED IN	0.00	8,073.00	(8,073.00)	0.00	96,912.00	(96,912.00)
OTHER EXPENSE APPROP CONTING	0.00	(1,667.00)	1,667.00	0.00	(20,000.00)	20,000.00
<b>NET CHANGE</b>	<b>(1,150.80)</b>	<b>(2.00)</b>	<b>(1,148.80)</b>	<b>38,586.86</b>	<b>0.00</b>	<b>38,586.86</b>

**ACCUMULATIVE CAPITAL OUTLAY  
INCOME STATEMENT  
FOR THE TEN MONTHS ENDING APRIL 30, 2022**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
BURIAL RIGHT SALES	27,250.00	26,005.00	1,245.00	298,665.00	336,080.00	(37,415.00)
CURRENT INTEREST & DIVIDENDS	1,372.39	2,127.08	(754.69)	20,387.92	13,026.97	7,360.95
COUNTY INTEREST INCOME	24.42	42.86	(18.44)	1,973.89	2,752.58	(778.69)
GAIN/INVEST FAIR VALUE INCREAS	(10,223.47)	(4,918.42)	(5,305.05)	(47,344.80)	(16,681.20)	(30,663.60)
<b>TOTAL REVENUE</b>	<b>18,423.34</b>	<b>23,256.52</b>	<b>(4,833.18)</b>	<b>273,682.01</b>	<b>335,178.35</b>	<b>(61,496.34)</b>
	<b>18,423.34</b>	<b>23,256.52</b>	<b>(4,833.18)</b>	<b>273,682.01</b>	<b>335,178.35</b>	<b>(61,496.34)</b>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	1,279.53	0.00	1,279.53	5,221.01	3,942.68	1,278.33
COUNTY SERVICE CHARGE	0.00	0.00	0.00	0.00	5.27	(5.27)
<b>TOTAL EXPENSES</b>	<b>(1,279.53)</b>	<b>0.00</b>	<b>(1,279.53)</b>	<b>(5,221.01)</b>	<b>(3,947.95)</b>	<b>(1,273.06)</b>
<b>NET CHANGE FROM OPERATIONS</b>	<b>17,143.81</b>	<b>23,256.52</b>	<b>(6,112.71)</b>	<b>268,461.00</b>	<b>331,230.40</b>	<b>(62,769.40)</b>
<b>OTHER REVENUE &amp; EXPENSE</b>						
REVENUE TRANSFERRED IN	0.00	12,550.00	(12,550.00)	20,125.00	20,640.00	(515.00)
<b>TOTAL OTHER REVENUE &amp; EXPENSE</b>	<b>0.00</b>	<b>12,550.00</b>	<b>(12,550.00)</b>	<b>20,125.00</b>	<b>20,640.00</b>	<b>(515.00)</b>
<b>NET CHANGE</b>	<b>17,143.81</b>	<b>35,806.52</b>	<b>(18,662.71)</b>	<b>288,586.00</b>	<b>351,870.40</b>	<b>(63,284.40)</b>

**ENDOWMENT CARE FUND  
INCOME STATEMENT  
FOR THE TEN MONTHS ENDING APRIL 30, 2022**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
WMC ENDOWMENT CARE	60.00	0.00	60.00	225.00	60.00	165.00
ENDOWMENT CARE DEPOSITS	29,529.00	24,155.58	5,373.42	253,818.36	242,151.32	11,667.04
CURRENT INTEREST & DIVIDENDS	1,740.79	5,435.79	(3,695.00)	44,922.37	36,253.24	8,669.13
COUNTY INTEREST INCOME	22.38	34.89	(12.51)	1,661.07	2,414.33	(753.26)
GAIN/LOSS INVESTMENT FMV	(46,063.04)	(4,294.39)	(41,768.65)	(272,758.45)	(23,805.22)	(248,953.23)
<b>TOTAL REVENUE</b>	<b>(14,710.87)</b>	<b>25,331.87</b>	<b>(40,042.74)</b>	<b>27,868.35</b>	<b>257,073.67</b>	<b>(229,205.32)</b>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	7,019.96	0.00	7,019.96	28,875.78	21,919.65	6,956.13
<b>TOTAL EXPENSES</b>	<b>7,019.96</b>	<b>0.00</b>	<b>7,019.96</b>	<b>28,875.78</b>	<b>21,919.65</b>	<b>6,956.13</b>
<b>NET CHANGE</b>	<b>(21,730.83)</b>	<b>25,331.87</b>	<b>(47,062.70)</b>	<b>(1,007.43)</b>	<b>235,154.02</b>	<b>(236,161.45)</b>

**PRENEED FUND  
INCOME STATEMENT  
FOR THE TEN MONTHS ENDING APRIL 30, 2022**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
CURRENT SALES	22,132.16	10,012.70	12,119.46	218,750.74	127,503.48	91,247.26
CURRENT DEFERRED REVENUE	12,297.47	3,438.37	8,859.10	132,032.02	67,737.88	64,294.14
CURRENT INTEREST & DIVIDENDS	2.26	3,838.14	(3,835.88)	26,704.98	21,578.45	5,126.53
COUNTY INTEREST INCOME	16.68	24.93	(8.25)	1,187.37	1,880.37	(693.00)
GAIN/INVEST FAIR VALUE INCREAS	(16,424.03)	(10,537.08)	(5,886.95)	(97,769.80)	(26,649.50)	(71,120.30)
<b>TOTAL REVENUE</b>	<b>18,024.54</b>	<b>6,777.06</b>	<b>11,247.48</b>	<b>280,905.31</b>	<b>192,050.68</b>	<b>88,854.63</b>
<b>EXPENSES</b>						
INVESTMENT FEES	2,460.74	0.00	2,460.74	10,106.47	7,646.94	2,459.53
LOSS ON TRANSFER (INTER COSTS)	0.00	2,249.32	(2,249.32)	3,764.51	9,190.71	(5,426.20)
SALES TRANSFR OUT (PRIOR YR)	0.00	12,550.00	(12,550.00)	20,125.00	20,640.00	(515.00)
<b>TOTAL EXPENSES</b>	<b>2,460.74</b>	<b>14,799.32</b>	<b>(12,338.58)</b>	<b>33,995.98</b>	<b>37,477.65</b>	<b>(3,481.67)</b>
<b>NET CHANGE</b>	<b>15,563.80</b>	<b>(8,022.26)</b>	<b>23,586.06</b>	<b>246,909.33</b>	<b>154,573.03</b>	<b>92,336.30</b>



**RESOLUTION NO. 8-2021**

**A RESOLUTION OF THE PALM SPRINGS CEMETERY DISTRICT BOARD OF TRUSTEES MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING CONTINUED REMOTE TELECONFERENCE MEETINGS OF BOARD OF TRUSTEES**

**WHEREAS**, the Palm Springs Cemetery District (the "District") is a special district duly organized and existing under and by virtue of the California Public Cemetery District Law, codified in Health and Safety Code Sections 9000 *et seq.*; and

**WHEREAS**, Health and Safety Code Section 9020 provides that the Board of Trustees (the "Board") shall serve as the legislative body of District, govern the District, and establish policies for the operation of the District; and

**WHEREAS**, as amended by AB 361, the Brown Act, as set forth in Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625 and that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020 (the "State of Emergency"), in accordance with Section 8825 of the California Emergency Act, and the state of emergency remains active; and

**WHEREAS**, as a result of the COVID-19 pandemic, the California Department of Health continues to recommend measures to promote social distancing.

**NOW, THEREFORE, THE BOARD OF TRUSTEES HEREBY RESOLVES AS FOLLOWS:**

**SECTION 1. RECITALS**

That the Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**SECTION 2. FINDINGS**

That the Board of Trustees finds that it has reconsidered the circumstances of the previously declared and existing State of Emergency arising from the COVID-19 Pandemic and that the State of Emergency continues to directly impact the ability of the Board of Trustees to meet safely in person.

**SECTION 3. CONTINUED AB 361 REMOTE MEETINGS**

That the Board of Trustees may continue to conduct public meetings in accordance with Government Code Section 54953(e).

**SECTION 4. SEVERABILITY**

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

**SECTION 5. 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.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**APPROVED AND ADOPTED this 12th day of May 2022, by the following roll call**  
vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Jan M. Pye, Board Chairperson

**ATTEST:**

---

LaFaye M. Platter, Secretary

**From:** Michael Braun <Michael@gritps.com>  
**Sent:** Tuesday, May 3, 2022 4:12 PM  
**To:** Kathleen Jurasky <kjurasky@pscemetery.com>  
**Cc:** Gonzales Mario <mario@ghacompanies.com>  
**Subject:** Re: Land Lease

Kathleen

We would like to be on the next Board Agenda to explore the possibility of buying out the current leasehold with the Cemetery District.

To give the board an idea about current values

We believe current values for residential zoned land in this location is +/- \$225,000 and less for the required commercial portion.

The value range for the 38,5 acres is probably +/- \$6 million

Values depend on risks related to final entitlements from the City of Rancho Mirage and the buy out structure of the leasehold.

If there is an interest to sell the land, we suggest to hire an appraiser to get an independent value assessment of the property.

Warmest Regards  
Michael Braun and Mario Gonzales

Michael Braun  
Grit Development  
Palm Springs  
Sent from my iPhone  
760-641-4046

G:/Agenda & Minutes/Michael Braun, Grit Development – Agenda Request 5 3 2022.docx

# PSCD Portfolio Summary

## Presented by Neal Wilson, Wealth Consulting Group

### PALM SPRINGS CEMETERY DISTRICT TRUSTEE MEETING

MAY 12, 2022

#### SUMMARY:

**1) Review of Portfolios**

The rise in interest rates has continued to put pressure on the existing positions in the portfolios.

Going forward all cash, maturing bonds and Cds will be reinvested at considerably higher rates.

The two year bond rate has gone from .20% in December to 2.8% now. This makes for a great opportunity to invest close to 3% and still keep with the investment policy and remain invested short term.

**2) Meeting with the Finance Sub-committee** to go over all assets held in the four portfolios. This gives trustee Malotto and Kleindienst a better understanding of the inverse relationship between bond prices and yields and how it affects the market values of the portfolios.

**3) Review of the May 4th Federal Reserve meeting**

Feds raised the rate by .50% as expected, bringing the total increase to .75% this year. They meet again in mid June.

Fed chairman Powell dismissed the idea that they would be even more aggressive and raise rates .75% in June. He said they expected to raise only .50% at each of the next couple meetings. The Fed believes they have a good chance of lowering inflation without causing a recession. Time will tell.

**RESOLUTION 3-2022**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT CEMETERY ADOPTING AN ELECTRONIC SIGNATURE POLICY**

**WHEREAS**, the Palm Springs Cemetery District (the "District") is an independent special district duly organized and existing under and by virtue of the California Public Cemetery District Law, codified in Health and Safety Code Sections 9000 *et seq.*; and

**WHEREAS**, Health and Safety Code Section 9020 provides that the Board of Trustees (the "Board") shall serve as the legislative body of the District, govern the District, and establish policies for the operation of the District; and

**WHEREAS**, for convenience, efficiency and to reduce the District's carbon footprint, the Board of Trustees wants to adopt an electronic signature policy so that authorized signatories of various documents do not have to drive to the District's office to execute all District documents.

**NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:**

**Section 1.            Recitals.**

That the Recitals set forth above are true and correct.

**Section 2.            Adoption of Electronic Signature Policy.**

That the following Electronic Signature Policy is hereby adopted:

**ELECTRONIC SIGNATURE POLICY:**

The following documents may be executed as set forth below, unless otherwise required by any applicable law or regulation:

<b>DOCUMENT TYPE</b>	<b>AUTHORIZED SIGNATURE</b>
Internal Memoranda	Adobe/DocuSign
External Memoranda	Adobe/DocuSign
General Correspondence	Adobe/DocuSign
Staff Reports	Adobe/DocuSign

Resolutions	Adobe/DocuSign
Ordinances	Wet Signature
Minute Orders	Adobe/DocuSign
Meeting Minutes	Adobe/DocuSign
Certified Documents	Adobe/DocuSign
Personnel Forms	Adobe/DocuSign
Contracts	DocuSign
Memorandum of Understanding	DocuSign
Annual Budget	Wet Signatures Required
Payment Vouchers	Wet Signatures Required
Journal Vouchers	Wet Signatures Required
County Warrants	Wet Signatures Required
Establish and/or Change Bank Account	Wet Signatures Required
Establish and/or Change Revolving Fund	Wet Signatures Required
Wire Transfers	Wet Signatures Required
Checks	As Permitted by Bank
Purchase Orders	Adobe/DocuSign
Waivers	DocuSign
Notarized Documents	Wet Signatures Required
Documents Recorded with County Recorder	Wet Signatures Required
Escrow Documents	DocuSign
Real Property Deeds	Wet Signatures Required

Easements	Wet Signatures Required
Licenses to Use Property	Wet Signatures Required
Permits	Adobe/DocuSign
Bonds	Wet Signatures Required
General Legal Counsel Signature	Adobe/DocuSign

**Section 3. District Manager Authorization.**

That the District Manager is authorized to prepare any forms the District Manager, in consultation with General Legal Counsel, deem are necessary or convenient to administering or implementing the Electronic Signature Policy and Procedures.

**Section 4. Necessary Actions.**

That the Board of Trustees hereby directs and authorizes the District Manager to take all necessary and appropriate actions to effectuate the purpose of this Resolution.

**Section 5. Severability.**

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

**Section 6. Repeal of Conflicting Provisions.**

That all the provisions heretofore adopted by the Board of Trustees that are in conflict with the provisions of this Resolution are hereby repealed.

**Section 7. Effective Date.**

That this Resolution shall take effect upon its adoption.



**Section 8.            Certification.**

That 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.

**PASSED, APPROVED AND ADOPTED** on this 12th day of May, 2022.

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

ATTEST:

\_\_\_\_\_  
LaFaye M. Platter, Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Steven B. Quintanilla, General Counsel



## Primary Roles and Responsibilities

One of the first and most important distinctions to make in your work as a board member is the difference between your responsibilities and those of the general manager and staff. Clearly understanding and respecting these roles, and how they interact, is critical to the long-term success and sustainability of your special district.

### Role of a Board Member

One of the most significant responsibilities as a board member is to understand that the board is a team and you need to work together as such. Understanding the dynamics of the group, as well as the individual perspectives and opinions of your fellow board members, is crucial to the success of the team, the district, and community you represent. This united approach will help to strengthen the district and provide the grounds for maintaining a clear vision of the future, a unity of purpose, and a cohesive board.

The specific responsibilities of the board are clustered into five areas:

1. Setting the direction for the district;
2. Establishing and supporting the policies and structure of the district;
3. Overseeing the financial resources necessary to fund the district;
4. Guiding employee relations policy, including the hiring and supervising of the general manager who, in turn, operates the district and hires/manages its staff; and
5. Serving as community leaders who communicate effectively on behalf of the district.

### *Setting Direction*

The board establishes the special district's mission and vision. In building a mission statement, the board must clearly understand the purpose of the district and answer the question of "why?" Why does the district exist? It will also be helpful for the board to identify core values that guide the district in its mission.

When developing a vision statement, the board must answer the question of "what?" What would the district look like should it accomplish its mission to the fullest extent? Doing so requires agreement on the board as to what the future of the district should look like.

With a mission and vision as its foundation, the board sets direction through the district's strategic plan, which may guide the development of more specific objectives for implementation by the general manager and staff. In developing a strategic plan, the board will evaluate the present, anticipate the future, and prioritize goals that must be accomplished to achieve the vision. Strategic plans should be reviewed periodically and adjusted appropriately.

#### *Establishing Policies*

Policies are written statements specifying the manner in which the district's business is conducted. The board's job is to develop, maintain, revise, and enforce the district's policies. These policies provide needed direction for the general manager and staff, and for the constituents of the district.

One may view a special district's enabling act in California statute as the framework or "constitution" the district must operate under as a "subdivision of the state." However, independent special districts are not state entities, nor are they entities of a city or county. They are independent local governments, which are separate legal entities similar to other municipalities. Board-approved policies, resolutions, and ordinances are the tools by which boards direct the district in achieving its mission and securing its vision within the boundaries of its enabling act.

Board policies should guide district governance, such as board meetings, agendas, and minutes, board conduct, and rules of order. Policies should also be adopted

concerning district finances, personnel, communications, and other key functions.

While policies are approved by the board and may be requested by the board, they are typically drafted and recommended by staff. Sometimes this is done with review and direction of a board subcommittee.

#### *Overseeing Finances*

Boards ensure sound fiscal policy exists and that practices and controls are in place so that the district, board, general manager, and staff have direct accountability to their constituents. Furthermore, the board will approve an annual budget and request and approve periodic reports on the fiscal status of the district.

Commensurate with the board's role in financial oversight and fiduciary responsibilities, it should establish a financial reserve policy and capital improvement plan (CIP). It will also approve contracts of certain size and scope according to State law and board policy. To ensure adequate funding to provide quality services and infrastructure to its community, the board must impose sufficient rates, fees, and taxes.

#### *Guiding Employee Relations*

The board's charge is to support and assess the performance of the general manager, approve personnel policies, establish salary structure and benefits packages, approve memorandums of understanding (MOUs) negotiated with labor, approve job descriptions and organizational structure, and establish a

strong communications link between the board and general manager.

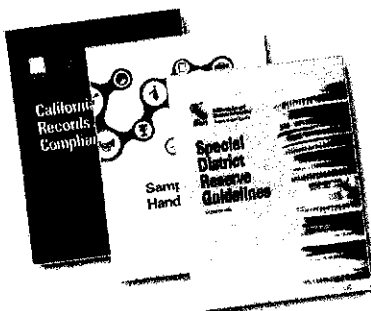
One of the most important decisions a board will ever make is the hiring of a general manager. Other than a district's general counsel and some rare additional exceptions for large special districts, the general manager is the only individual the board hires and supervises.

The general manager is responsible for hiring and supervising all other staff, sometimes through senior or mid-level managers in larger districts. Empowering the general manager to successfully carry out this key duty is critical to the success of the district. This should include a fair and constructive annual general manager evaluation process.

#### *Serving as Community Leaders*

A district and its board are linked in the eyes of the public and often seen as one and the same. Therefore, the conduct of board members reflects upon the district and the community it serves. This holds true during board meetings and formal district events, as well as during other interactions with community, the media, businesses, and other levels of government. Even the personal lives and behaviors of a board member can impact the perception and effectiveness of the district.

In your role as a board member, your board may designate you to formally represent your board to other organizations or participate in ceremonial events. Boards will often establish policies to guide such situations. It is



To expand your knowledge further, visit [csda.net](http://csda.net) to find CSDA's *Sample Policy Handbook*, *Special District Reserve Guidelines*, and CSDA's *California Public Records Act Compliance Manual* to learn more.

important to distinguish when you are speaking on behalf of the board and when you are speaking as an individual. However, as a public official, you should recognize that people will often construe your speech and actions as representative of your district, its staff, and your fellow board members regardless of the manner, time, and place in which they occur. This reality should lead board members to be thoughtful, intentional, and unified, not to be silent or absent.

It is a mistake for a special district to attempt to “fly under the radar.” Transparency is essential to democracy, and scrutiny is inevitable in government. This will be covered more in the next chapter, *Accountability and Transparency*, but here it is important to note that board members play a key role in a special district’s public outreach and engagement efforts. If a special district and its leaders are not telling the story of the district, somebody else will.

### Role of the General Manager and Staff

The general manager is the executive staff officer of the district and for the board. This individual administers the district, providing day-to-day leadership, and maintains exclusive management and control of the operations and works of the district within State law and the policies of the board. In some districts, this position may be referred to as the district administrator, chief executive officer, executive director, district director, or another title. For the purposes of this handbook, it will be referred to as general manager.

Overarching best practices for a general manager include:

1. Developing and delivering reports to keep the board of directors and public well-informed of district operations and the status of district goals;
2. Providing recommendations on actions requiring board approval, including policies, resolutions, ordinances, and other matters;
3. Maintaining and advancing the operations of the district and implementing those policies, strategies, and directives approved by the board; and
4. Playing an active role in moving the district forward in serving its mission, carrying out its strategic plan, and attaining its vision.

As noted previously, the general manager has authority over and directs all employees, including hiring, supervision, evaluations, promotions, disciplinary actions, and terminations. All directives for staff should be given by the general manager or designated supervisor within the district. Authority may be delegated to other staff or consultants at the general manager’s discretion.

The general manager should dutifully and faithfully carry into effect the lawfully expressed policies of the board, including planning the short, medium, and long-term work program for the district, facilitating constructive and harmonious board relations, preparing and managing the district budget, conducting studies, and delivering written and oral presentations.



Visit [sdlf.org](http://sdlf.org) to download the **SDLF High Performing District Checklist** to provide special districts with best practices related to the areas of finance and human resources.



#### Best practices that make the best board members:

- **Do your homework:** Read all board packets and materials in advance of meetings.
- **Don't play "gotcha":** Share questions with the general manager in advance of the board meeting.
- **Listen first, speak second:** Prioritize understanding the perspectives of others.
- **Build an expertise:** Find an important issue that other board members are not already invested in and become a leader, such as on LAFCO, environmental sustainability, etc.
- **Stick to principles, not positions:** Develop strong and well-considered principles, rather than digging heels into one position of a false dichotomy.
- **Oppose the action, not the implementation:** When necessary, vote “No” on a board agenda item, but don’t undermine or obstruct the successful implementation of board-approved decisions. Support and respect the actions of the board as a whole.