

**PALM SPRINGS CEMETERY DISTRICT**

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

**Thursday, April 10, 2014 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 March 13, 2014 Regular Meeting Minutes

b. Approval of March Expenditures

General Fund		\$ 64,085.48
March Reimburse Voucher 1454	\$ 21,356.29	
March Reimburse Voucher 1455	\$ 26,067.99	
March Reimburse Voucher 1456	\$ 16,661.20	
Accumulative Capital Outlay		\$ 5,513.18
March Reimburse Prior Vouchers	\$ 5,513.18	

Total March 31, 2014 Expenditures Checks & Visa/Debit Card 19618 -19663 & Direct Deposits (Payroll)	\$ 69,598.66
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c. Financial Reports as of March 31, 2014 (F-1 thru F-15)

## **6. ADMINISTRATIVE CALENDAR**

- a. District Investment General Overview & Update – Neal Wilson, Vice President Investments Union Banc
- b. Review for Discussion and Approval Professional Services Agreement - Neal Wilson, Vice President Investments Union Banc
- c. Review for Discussion and Approval Changes to District Investment Policy
- d. Asbestos Removal – Floor Tiles Laundry Room in Apartment Building
- e. Review for Discussion and Approval Proposals for Demolition of Old Office and Apartment Buildings
- f. Discussion and Possible Approval to Use an Employment Agency to Hire - Office Assistant
- g. Review for Discussion and Possible Approve Ghostly Graveyard Tours - DMP
- h. Old Office & Apartment Buildings CC Fire Department Training & Demolition Update

## **7. LEGISLATIVE CALENDAR**

- a. Resolution 03-2014, Designating Neal Wilson of Union Banc as the District's Broker and Investment Advisor
- b. Resolution 04-2014, Designating Board Vice President and Board Treasurer as Authorized Signatories Regarding the District's Investment Account with Union Banc
- c. Resolution 05-2014, Palm Springs Cemetery District Board of Trustees Adopting an Investment Policy

## **8. BOARD DEVELOPMENT**

- a. Investments - Health & Safety Code 9066 and Government Code 53601

## **9. PUBLIC HEARING CALENDAR – None**

## **10. REPORTS**

- a. Trustees
- b. Manager

## **11. FUTURE AGENDA ITEMS**

- a. Discussion in 2014/2015 – Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums
- b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs
- c. Strategic Planning Study Session

## **12. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE**

- a. Public Employee Performance Evaluation Pursuant to Government Code Section 54947(b)  
**Title:** District Manager

## **13. CLOSED SESSION ANNOUNCEMENT**

## **14. ADJOURNMENT**

**THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M., Monday, April 7, 2014**

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

**DATE:** March 13, 2014

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

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

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

2. **ROLL CALL**

Present: Jan Pye, Chair  
Lenny Pepper, Vice Chair  
George Stettler, Treasurer  
John Lea, Secretary  
Jane Alcumbrac, Member

Also Present: Kathleen Jurasky, District Manager  
Steven Quintanilla, Green, de Bortnowsky & Quintanilla

3. **PUBLIC COMMENTS** – None

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Pepper, seconded by Trustee Stettler to approve the Agenda as presented. Motion carried, vote 5-0.

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

Trustee Pye requested that item 6b be addressed before 6a

6. **ADMINISTRATIVE CALENDAR - b. District Investment General Overview & Update – Neal Wilson, Vice President of Investments Union Banc** Neal Wilson reviewed the District's investment policy and possible investment options with the Board. Following a discussion the Board approved appointing Trustee Pepper and Trustee Stettler as the authorized signatories regarding the District's investments with Union Banc. Attorney Quintanilla was directed to prepare the necessary resolutions for placement on the April 2014 agenda.

District Manager Jurasky was directed to make the necessary changes to the District's investment policy, and review the changes with Trustees Pepper and Stettler. The revised and reviewed investment policy is to then be forwarded to attorney Quintanilla final review.

Trustee Pye requested that item 12 and item 13 be addressed before 6a

12. **CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** Safe Harbor language was read by attorney Steven Quintanilla. Convened into Closed Session at 2:38 P.M.

a. Conference with Legal Counsel regarding potential initiation of litigation pursuant to Government Code paragraph (4) of subdivision(d) of Section 54956.9: (one case)

13. **CLOSED SESSION ANNOUNCEMENTS** Returned to Open Session at 3:02 P.M. No reportable action

**6. ADMINISTRATIVE CALENDAR – continued**

- a. **PSCD Garage Sale 7:00 A.M. Saturday, March 15, 2014** – For the record - No action taken
- c. **Review for Discussion and Approval Changes to District Investment Policy** - No action taken
- d. **CSDA Legislative Days – May 20-21, 2014 in Sacramento, CA** Following a discussion motion was made Trustee Pepper, seconded by Trustee Lea to approve Trustees and District Manager Jurasky attending the CSDA Legislative Days. This approval is to include all necessary expenses. Motion carried, roll call 5-0.
- e. **Review for Approval CAPC Local Cemetery District Area Meeting at DMP – April 17, 2014** Following a discussion motion was made by Trustee Pepper, seconded by Trustee Stettler to approve the District hosting the CAPC Local Cemetery District Area Meeting at DMP at a cost not to exceed \$650.00. Motion carried, roll call 5-0.
- f. **Review and Sign Form 700 – Statement of Economic Interests** Following a discussion Form 700 – Statements of Economic Interest were reviewed and signed by District Manager Jurasky and all Trustees.
- g. **Old Office & Apartment Buildings CC Fire Department Training & Demolition Update** District Manager Jurasky reported that the CC Fire Department is planning a fire rescue in the old apartment in late April 2014.

**7. LEGISLATIVE a. Resolution 02-2014, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Stettler, seconded by Trustee Lea to approve Resolution 02-2014 transferring \$16,307.00 from PreNeed Fund, 51265 to the General Fund, 51270 and \$1,250.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 5-0.

**8. BOARD DEVELOPMENT a. Investments - Health & Safety Code 9066 and Government Code 53601**

**9. PUBLIC HEARING CALENDAR - None**

**10. REPORTS a. Trustee Report** Trustee Pye congratulated Trustee Stettler on being installed as president of the 1<sup>st</sup> Marine Division Association, Desert Cities Mitchel Paige Medal of Honor Chapter.

Trustees Lea reported that he will be on vacation for 54 days and will not be able to attend the April and May board meetings.

**b. Manager Report - None**

**11. FUTURE AGENDA ITEMS a. Discussion in 2014/2015 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken

**b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs** No action taken

**c. Strategic Planning Study Session** No action taken

**d. Review Investment Policy of the Palm Springs Cemetery District** No action taken

14. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:16 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, April 10, 2014.

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

\_\_\_\_\_  
Jane Alcumbrac, Member

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Mar 1, 2014 to Mar 31, 2014**

Date	Check #	Line Description	Debit Amount	Credit Amount
3/1/14	19618	Mar 2014 PSCD Health Insurance Expense Mar 2014 Heath Ins Employee Portion P.E.R.S.	5,136.32 287.79	5,424.11
3/1/14	19619	MAR 2014 PSCD Employee Life Ins Expense STANDARD INSURANCE COMPANY RQ	87.30	87.30
3/1/14	19620	Mar 2014 PSCD Dental Ins Expense STANDARD INSURANCE COMPANY RB	429.48	429.48
3/1/14	19621	K Jurasky Extra Health Insurance: Invoice 36923 COLONIAL LIFE	203.78	203.78
3/3/14	19622	Saturday Burial 2/1/14: Invoice 00054168 Saturday Burial 2/15/14 Saturday Burial 1/18/14: Invoice 00054167 Sunday Burial 1/19/14 Saturday Burial 1/25/14 KIRKPATRICK LANDSCAPING SERVICES IN	300.00 300.00 300.00 450.00 300.00	1,650.00
3/3/14	19623	Office Cell Phone & Gound Supervisor Cell Phone SPRINT	87.87	87.87
3/3/14	19624	District Manager Cell Phone AT & T MOBILITY	80.65	80.65
3/3/14	19625	Water Cooler Lease- 2/16 to 3/15/14: Invoice: AR1 Copy Machine Maintenance Contract 2/21/14 to 3/ DESERT BUSINESS MACHINES	29.43 43.52	72.95
3/3/14	19626	Feb 2014 Janitorial Service NOE B SALCEDO	250.00	250.00
3/3/14	19627	W/C 4th Qtr Billing 4/1 to/30/14: invoice 46206 SPECIAL DISTRICT RISK MANAGEMENT AU	1,689.00	1,689.00
3/3/14	19628	Casket Placer: Invoice 43185 ASCO PACIFIC, INC.	2,476.39	2,476.39
3/3/14	19629	Feb 2014 Maintenance Servie & 5.5 Qtrs of Oil: In SOUTH WEST PUMP & DRILLING	197.47	197.47
3/4/14	19630	General Matters thru 12/31/14: Invoice 41942 New Admin Bldg thru 12/31/14: invoice e 41943 GREEN, de BORTNOWSKY & QUINTAN	70.00 154.00	224.00
3/13/14	19631	Imperial SS Lowering Device: Invoice 43081 ASCO PACIFIC, INC.	2,882.79	2,882.79
3/13/14	19632	March 2014 Trash SVC BURRTEC WASTE & RECYCLING SVCS	319.82	319.82
3/13/14	19633	Pest Control SVC WESTERN EXTERMINATOR	61.50	61.50
3/13/14	19634	WMC Usage DESERT WATER AGENCY	273.73	273.73

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Mar 1, 2014 to Mar 31, 2014**

Date	Check #	Line Description	Debit Amount	Credit Amount
3/13/14	19635	(2) # 5 Vaults: Invoice 00207 (12) #5 Liners LEGRAND INC	370.00 1,740.00	2,110.00
3/13/14	19636	Montoring Service - Office: Invoice 17426 - 3/1/14 Montoring Service -Maintenance: Invoice 174256 - Montoring Service- Fire: Invoice 175603 - 3/1/14 t DESERT ALARM INC	89.85 89.85 119.97	299.67
3/13/14	19637	Feb 2014 PSCD Employee Vision Ins: Invoice 532 SAFEGUARD DENTAL & VISION	69.21	69.21
3/13/14	19638	Irrigation System Repairs: Invlice 7620372 EWING IRRIGATION PRODUCTS, INC	104.23	104.23
3/13/14	19639	(24) Gray Metal Vases: Invoice 43243 (12) Spartan Vases Freight ASCO PACIFIC, INC.	642.00 321.00 68.41	1,031.41
3/13/14	19640	1 M Connection - Office: Invoice 31094 1 M Connection - Well #2: Invoice 31058 SKY RIVER COMMUNICATIONS INC	138.00 138.00	276.00
3/13/14	19641	Well Replenishment COACHELLA VALLEY WATER DIST	2,006.73	2,006.73
3/21/14	19642	VPN Connection Monthly Fee 2/1 to 2/28/14: invoi	13.52	13.52
3/21/14	19643	Yellow Pages SUPERMEDIA LLC	183.20	183.20
3/21/14	19644	Phone Charges VERIZON COMMUNICATIONS	364.03	364.03
3/21/14	19645	Fire Protection # 559831-884770 Admin Building # 559833-884768 Old Office # 180819-512108 COACHELLA VALLEY WATER DIST	20.00 23.34 20.42	63.76
3/21/14	19646	Service Call on Fountain Pump: Invoice 34481 BRADLEY ELECTRIC,INC	85.00	85.00
3/21/14	19647	54" WIDE Cocoa Mat with Sew Jute Binding: Inv ASCO PACIFIC, INC.	289.51	289.51
3/24/14	19648	Office Cell Phone & Ground Supervisor Cell SPRINT	87.09	87.09
3/24/14	19649	Courier Service GOLDEN STATE OVERNIGHT	75.52	75.52
3/24/14	19650	Water Cooler Lease 3/16/14 to 4/15/14: Invoice AR Laser Jet 6 Printer Repair Service: Invoice AR 11 DESERT BUSINESS MACHINES	27.43 89.00	116.43
3/24/14	19651	Plant # 2	24.66	

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Mar 1, 2014 to Mar 31, 2014**

Date	Check #	Line Description	Debit Amount	Credit Amount
		Well # 2	373.10	
		WMC	27.07	
		Da Vall Gate	166.00	
		Well # 4	2,132.80	
		Admin Bldg	604.14	
		Late Charge	26.80	
		SOUTHERN CALIF EDISON CO		3,354.57
3/24/14	19652	February 2014 Contract Maintenance: Invoice 00 KIRKPATRICK LANDSCAPING SERVICES IN	14,550.00	14,550.00
3/31/14	19653	March 2014 Fountain Maintenance: invoice 01196 ELOY'S POOL SERVICE & REPAIRS	100.00	100.00
3/31/14	19654	March 2014 Maintenance SVC: Invoice1403-017 SOUTH WEST PUMP & DRILLING	150.00	150.00
3/31/14	19655	K Jurasky Extra Health Ins 3/7/17 & 3/21/14: Inv COLONIAL LIFE	203.78	203.78
3/31/14	19656	(8) # 5 Liners: Invoice 00267 (4) # 5 Vaults (1) # 7 Vault (1) # C-B child Vault LEGRAND INC	1,160.00 740.00 470.00 151.00	2,521.00
3/31/14	19657	J Burnett March 2014 PSCD Retirement Expense FRANKLIN - TEMPLETON	204.80	204.80
3/31/14	19658	B Felix March 2014 PSCD Retirement Expense FRANKLIN - TEMPLETON	78.47	78.47
3/31/14	19659	J Madrigal March 2014 PSCD Retirement Expens FRANKLIN - TEMPLETON	299.96	299.96
3/31/14	19660	J Reyna March 2014 PSCD Retirement Expense FRANKLIN - TEMPLETON	212.02	212.02
3/31/14	19661	K Jurasky March 2014 PSCD Retirement Expense OPPENHEIMER FUNDS SERVICES	426.69	426.69
3/31/14	19662	R Clark March 2014 PSCD Retirement Expense OPPENHEIMER FUNDS SERVICES	215.54	215.54
3/31/14	19663	To Reimburse for Expenses at CAPC Annual Conf KATHLEEN JURASKY	209.37	209.37
3/1/14	DEBIT KJ	Staff Birthday CaKe "Bianca" ( Jensens) COMPANY DEBIT CARD	26.18	26.18
3/10/14	DEBIT KJ	Office Supplies (Staplers, Wall Clock, Stool) (Stapl COMPANY DEBIT CARD	95.22	95.22
3/11/14	DEBIT KJ	Office Supplies (Staples) COMPANY DEBIT CARD	19.05	19.05
3/12/14	DEBIT KJ	Office Candy (Statter Brothers) COMPANY DEBIT CARD	47.09	47.09



**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal - General Fund**  
**For the Period From Mar 1, 2014 to Mar 31, 2014**

Date	Check #	Line Description	Debit Amount	Credit Amount
3/17/14	DEBIT KJ	Well of the Desert Luncheon COMPANY DEBIT CARD	95.00	95.00
3/18/14	DEBIT KJ	Coffee for Office (Staples) COMPANY DEBIT CARD	76.70	76.70
3/26/14	DEBIT KJ	(2) Rolls of Stamps ( CC Post Office) COMPANY DEBIT CARD	98.00	98.00
3/26/14	DEBIT KJ	H/P 03A Toner for Accounting & Black Plastic Ro COMPANY DEBIT CARD	142.32	142.32
3/7/14	EDD TAX	SIT P/R 2/20 to 3/5/14 paid 3/7/14 SDI P/R 2/20 to 3/5/14 Paid 3/7/14 EMPLOYMENT DEVELOPMENT DEPT	232.20 101.67	333.87
3/21/14	EDD TAX	SIT P/R 3/6/14 to 3/19/14 Paid 3/21/14 SDI P/R 3/6 to 3/19/14 Paid 3/21/14 EMPLOYMENT DEVELOPMENT DEPT	232.13 111.49	343.62
3/7/14	EDD TAX	CA Edu & Training P/R 2/20 to 3/5/14 Paid 3/7/14 SUI P/R 2/20 to 3/05/14 Paid 3/7/14 EMPLOYMENT DEVELOPMENT DEPT	3.42 105.92	109.34
3/21/14	EDD TAX	CA Edu & Training P/R 3/6 to 3/19/14 Paid 3/21/1 SUI P/R 3/6 to 3/19/14 Paid 3/21/14 EMPLOYMENT DEVELOPMENT DEPT	1.08 33.46	34.54
3/7/14	EXPRESS	FIT P/R 2/20 to 3/5/14 Paid 3/7/14 Social Security P/R 2/20 to 3/5/14 paid 3/7/14 Medicare P/R 2/20 to 3/5/14 Paid 3/7/14 BANK OF AMERICA	997.06 1,260.55 294.80	2,552.41
3/21/14	EXPRESS	FIT P/R 3/6 to 3/19/14 Paid 3/21/14 Social Security P/R 3/6 to 3/19/14 Paid 3/21/14 Medicare P/R 3/6/14 to 3/19/14 Paid 3/21/14 BANK OF AMERICA	1,000.96 1,382.51 323.34	2,706.81
3/7/14	FEES	P/R Process Fee P/R 2/20/14 to 3/5/14 Paid 3/7/14 CBIZ PAYROLL	57.66	57.66
3/21/14	FEES	P/R Processing Fees P/R 3/6 to 3/19/14 Paid 3/21/1 CBIZ PAYROLL	73.01	73.01
	Total		52,923.17	52,923.17

**PALM SPRINGS CEMETERY DIST**  
**Payroll Disbursement Journal-General Fund**  
**For the Period From Mar 1, 2014 to Mar 31, 2014**

<b>Date</b>	<b>Reference</b>	<b>Employee</b>	<b>Amount</b>
3/7/14	2664	KATHLEEN JURASKY	2,253.54
3/7/14	2665	JESSE B. MADRIGAL	1,668.70
3/7/14	2666	JANET M. BURNETT	1,135.12
3/7/14	2667	ROGER L. CLARK	1,297.14
3/7/14	2668	BIANCA FELIX	463.44
3/7/14	2669	JUAN F. REYNA	1,216.28
3/21/14	2675	KATHLEEN JURASKY	2,253.56
3/21/14	2676	KATHLEEN JURASKY	400.00
3/21/14	2677	JESSE B. MADRIGAL	1,521.92
3/21/14	2678	JANET M. BURNETT	1,125.61
3/21/14	2679	ROGER L. CLARK	1,314.62
3/21/14	2680	BIANCA FELIX	493.52
3/21/14	2681	JUAN F. REYNA	1,075.29
3/21/14	2682	JANE ALCUMBRAC	91.35
3/21/14	2683	JOHN M. LEA	91.35
3/21/14	2684	LENNY PEPPER	91.35
3/21/14	2685	JAN M. PYE	91.35
3/21/14	2686	GEORGE STETTLER	91.35
<b>3/1/14 thru 3/31/14</b>			<b>16,675.49</b>

**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP March 2014**

Cash Disbursement Journal (Includes ACO listed below)	52,923.17
Payroll Disbursement Journal	16,675.49
<b>TOTAL PSCD DISBURSEMENTS</b>	<u>69,598.66</u>

<b>TOTAL GENERAL FUND EXPENDITURES</b>	<u>64,085.48</u>
Payment Voucher # 1454	21,356.29
Payment Voucher # 1455	26,067.99
Payment Voucher # 1456	16,661.20

**ACO DISBURSEMENTS**

<b>1 ASCO</b>		
New Casket Placer	CK 19628	2,476.39
<b>2 Green, de Bortnowski &amp; Quintanilla</b>		
Legal Fees - New Admin Bldg	CK 19630	154.00
<b>3 ASCO</b>		
New Lowering Device	CK 19631	2,882.79

<b>TOTAL ACO EXPENDITURES</b>	<u>5,513.18</u>
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- 1 ACO PV 1447 (Feb 2014 )
- 2 ACO PV 1447 (Feb 2014 )
- 3 ACO PV 1447 (Feb 2014 )

<b>TOTAL March 2014 DISBURSEMENTS</b>	<u>69,598.66</u>
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PALM SPRINGS CEMETERY DISTRICT

March 31, 2014

SITE SALES & INTERMENTS

	Prior Months		March		2014 YTD Totals		March 2013 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	42	0	7	0	49	0	79	0
Adult, A&B	42	0	7	0	49	0	57	0
Premium	22	0	1	0	23	0	29	0
Children	0	0	0	0	0	0	3	0
Cremation	4	13	0	0	4	13	13	4
Niche	10	0	4	0	14	0	15	0
<b>TOTALS</b>	<b>120</b>	<b>13</b>	<b>19</b>	<b>0</b>	<b>139</b>	<b>13</b>	<b>196</b>	<b>4</b>

LOT REPURCHASES

	Prior Months		March		YTD 2014		YTD March 2013	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	6	0	0	0	6	0	12	0
Cremation	2	0	0	0	2	0	0	0
Niche	4	0	0	0	4	0	2	0
<b>TOTALS</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>14</b>	<b>0</b>

INTERMENTS (Includes Saturday & Sunday)

	Prior Months		March		2014 YTD Totals		March 2013 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	104	0	12	0	116	0	140	2
Children	1	0	0	0	1	0	3	0
Cremation	27	2	2	0	29	2	41	1
Niche	14	0	2	0	16	0	10	0
<b>TOTALS</b>	<b>146</b>	<b>2</b>	<b>16</b>	<b>0</b>	<b>162</b>	<b>2</b>	<b>194</b>	<b>3</b>

SATURDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	10	0	0	0	10	0	8	0
Child	0	0	0	0	0	0	0	0
Cremation	6	0	1	0	7	0	2	0
<b>TOTALS</b>	<b>16</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>10</b>	<b>0</b>

SUNDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	3	0	0	0	3	0	8	0
Child	0	0	0	0	0	0	0	0
Cremation	1	0	0	0	1	0	2	0
<b>TOTALS</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>10</b>	<b>0</b>

**PALM SPRINGS CEMETERY DIST  
GENERAL FUND TRIAL BALANCE  
AS OF MARCH 31, 2014**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
<b>ASSETS:</b>			
10002	CASH ON HAND - COUNTY	41,194.79	
10003	PETTY CASH	900.00	
10004	CASH IN BANK - CHECKING	6,223.33	
10005	CASH/HND-CNTY-RESTRICTED	14,400.00	
10008	CASH CLEARING ACCOUNT	256.01	
10009	CASH IN BANK - RESERVE CHECKNG	17,994.69	
10015	ACO PURCHASES RECEIVABLE		152,131.72
10016	SECURITY DEPOSITS	130.50	
14010	PREPAID INSURANCE	4,068.98	
14011	PREPAID W/C INSURANCE	1,689.00	
	<b>ASSETS:</b>	<b>86,767.30</b>	<b>152,131.72</b>
 <b>LIABILITIES:</b>			
20101	REVOLVING FUND/IMPREST CASH		14,400.00
20102	SALES TAX PAYABLE		901.84
20105	FICA PAYABLE	10.40	
20109	LEASE DEPOSIT - PREPAID		55,620.00
20111	EMPLOYEES INSURANCE PAYABLE		1,764.88
20113	MEDICARE PAYABLE	2.90	
20220	ACCRUED EMPLOYEE PAYROLL		1,903.20
20221	ACCRUED VACATION PAYABLE		11,786.23
20225	STATE UNEMPLOYMENT INS PAYABI	4.60	
20226	STATE DISABILITY INS PAYABLE	1.52	
27400	OPEB BENEFIT LIABILITY:GASB45		377,488.50
	<b>LIABILITIES:</b>	<b>19.42</b>	<b>463,864.65</b>
 <b>EQUITY:</b>			
39004	BEGINNING BALANCE EQUITY		180,070.95
39005	RETAINED EARNINGS	546,844.92	
	<b>TOTAL EQUITY:</b>	<b>546,844.92</b>	<b>180,070.95</b>
 <b>REVENUE:</b>			
40001	OPEN AND CLOSE		177,028.00
40201	MISC SPECIAL SET-UP		600.00
40202	RETURNED CHECK BANK CHARGE		50.00
40203	INTEREST RECEIVED		14.35
40205	MISC INCOME		1,252.00
40205CC	CREDIT CARD CONVEN FEE		2,622.36
40205LATE	LATE FEE		400.00
40205SAT	SAT INTERMENT SURCHARGE		11,650.00
40205SUN	SUN INTERMENT SURCHARGE		3,375.00
40206	TAX COLLECTIONS		137,562.71
40207	VAULTS		9,540.00
40207-EX LG CRE	EX LG CREMATION VAULTS		2,635.00
40208	LINERS		9,995.00
40209	GRAVE VASES		4,519.10
40210	MEMORIAL WALL INCOME		25.00
40211	FNR SURCHARGE		19,800.00
40212	LOT TRANSFERS		900.00
40213	COUNTY INTEREST INCOME		71.86
40216	HANDLING FEE		56,100.00
40217	PRENEED CONTRACT SERVICE CHG		3,900.00
40218	VASE/HIDSTN SET & CLEAN		27,511.17
95000	RESERVES TRANSFERRED IN		600.00
	<b>REVENUE:</b>		<b>470,151.55</b>

**PALM SPRINGS CEMETERY DIST  
GENERAL FUND TRIAL BALANCE  
AS OF MARCH 31, 2014**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
<b>EXPENSES:</b>			
60101	REGULAR SALARIES	202,590.71	
60102	BOT BOARD MEETINGS	4,500.00	
60103	BOT CONFERENCES	1,752.00	
60105	BOT TRAVEL & EXPENSES	1,562.25	
61101	TEMPORARY HELP	1,616.62	
71101	RETIREMENT/PENSION	13,919.71	
71201	FICA	12,846.70	
71202	MEDICARE	3,004.47	
72301	EMPLOYEE GROUP INSURANCE	54,918.56	
72601	UNEMPLOYMENT INSURANCE	1,510.14	
73101	WORKERS COMP INSURANCE	5,194.89	
81111	ELECTRICITY	40,341.83	
81112	TELEPHONE	5,637.32	
81113	WATER	31,737.65	
83308	COMMUNITY OUTREACH	965.00	
83309	VISA-MASTER CHG FEES	3,972.90	
83311	COUNTY SERVICE CHARGE	449.42	
83313	GENERAL INSURANCE	12,206.61	
83314	LEGAL	1,330.66	
83315	LOT REPURCHASE	5,900.80	
83316	OFFICE EXPENSE	12,801.03	
83317	TRAVEL & CONVENTION	8,175.11	
83318	UNIFORMS & SAFETY EQUIPMENT	435.05	
83319	MTG EXP & SUPPLIES	15.00	
83321	AUDIT	11,243.00	
83323	ADVERTISING/PUBLICITY	3,398.20	
83324	MEMBERSHIP & DUES	3,663.00	
84410	AUTO TRUCK EXPENSE	371.04	
84411	LARGE EQUIPMENT REPAIRS	3,729.39	
84412	EQUIPMENT REPAIRS	350.00	
84413	IRRIGATION SYSTEM REPAIRS	3,132.43	
84414	FERTILIZER AND SEED	11,391.44	
84415	GASOLINE, OIL, TIRES	4,715.23	
84416	PLANT & BUILDING	16,000.81	
84418	TOOLS & SUPPLIES	1,127.54	
84419	GRAVE LINERS & VAULTS	19,818.36	
84420	GRAVE VASES	4,560.61	
84422	CONTRACT TREE/GARDEN MAINTNC	116,331.90	
84423	CONTRACT BURIALS	3,900.00	
84424	SECURITY CAMERA EXPENSE	1,469.85	
	<b>EXPENSES:</b>	<b>632,587.23</b>	
<b>REPORT TOTALS</b>		<b>1,266,218.87</b>	<b>1,266,218.87</b>

**PALM SPRINGS CEMETERY DIST  
BALANCE SHEET  
MARCH 31, 2014**

ASSETS

ASSETS

CASH ON HAND - COUNTY	41,194.79	
PETTY CASH	900.00	
CASH IN BANK - CHECKING	6,223.33	
CSH/HND-CNTY-RESTRICTED	14,400.00	
CASH CLEARING ACCOUNT	256.01	
CASH IN BANK - RESERVE CHECKNG	17,904.69	
ACO PURCHASES RECEIVABLE	(152,131.72)	
SECURITY DEPOSITS	130.50	
PREPAID INSURANCE	4,068.98	
PREPAID W/C INSURANCE	1,689.00	
 TOTAL ASSETS		 (65,364.42)
 TOTAL ASSETS		 (65,364.42)

LIABILITIES AND EQUITY

LIABILITIES

REVOLVING FUND/IMPREST CASH	14,400.00	
SALES TAX PAYABLE	901.84	
FICA PAYABLE	(10.40)	
LEASE DEPOSIT - PREPAID	55,620.00	
EMPLOYEES INSURANCE PAYABLE	1,764.88	
MEDICARE PAYABLE	(2.90)	
ACCRUED EMPLOYEE PAYROLL	1,903.20	
ACCRUED VACATION PAYABLE	11,786.23	
STATE UNEMPLOYMENT INS PAYABLE	(4.60)	
STATE DISABILITY INS PAYABLE	(1.52)	
OPEB BENIFIT LIABILITY:GASB45	377,488.50	
TOTAL LIABILITIES		463,845.23
 TOTAL LIABILITIES		 463,845.23

EQUITY

BEGINNING BALANCE EQUITY	180,070.95	
RETAINED EARNINGS	(546,844.92)	
NET INCOME	(162,435.68)	
TOTAL EQUITY		(529,209.65)
 TOTAL LIABILITIES AND EQUITY		 (65,364.42)

**PALM SPRINGS CEMETERY DIST**  
**INCOME STATEMENT - GENERAL FUND**  
**FOR THE NINE MONTHS ENDING MARCH 31, 2014**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
OPEN AND CLOSE	28,100.00	31,280.00	(3,180.00)	177,028.00	197,735.00	(20,707.00)
MISC SPECIAL SET-UP	0.00	0.00	0.00	600.00	200.00	400.00
RETURNED CHECK BANK CHARGE	0.00	25.00	(25.00)	50.00	25.00	25.00
INTEREST RECEIVED	0.00	3.41	(3.41)	14.35	7.78	6.57
LAND LEASE	0.00	4,635.00	(4,635.00)	0.00	41,715.00	(41,715.00)
MISC INCOME	15.00	0.00	15.00	1,252.00	2,931.00	(1,679.00)
CREDIT CARD CONVEN FEE	204.66	208.35	(3.69)	2,622.36	2,290.56	331.80
LATE FEE	0.00	0.00	0.00	400.00	0.00	400.00
SAT INTERMENT SURCHARGE	450.00	0.00	450.00	11,650.00	7,700.00	3,950.00
SUN INTERMENT SURCHARGE	0.00	0.00	0.00	3,375.00	8,750.00	(5,375.00)
TAX COLLECTIONS	393.11	0.00	393.11	137,562.71	136,825.59	737.12
VAULTS	1,660.00	770.00	890.00	9,540.00	10,265.00	(725.00)
EX LG CREMATION VAULTS	255.00	510.00	(255.00)	2,635.00	2,305.00	330.00
LINERS	1,755.00	2,320.00	(565.00)	9,995.00	11,975.00	(1,980.00)
GRAVE VASES	648.25	545.00	103.25	4,519.10	5,487.00	(967.90)
MEMORIAL WALL INCOME	0.00	0.00	0.00	25.00	200.00	(175.00)
ENR SURCHARGE	2,000.00	2,200.00	(200.00)	19,800.00	23,200.00	(3,400.00)
LOT TRANSFERS	180.00	0.00	180.00	900.00	1,080.00	(180.00)
COUNTY INTEREST INCOME	0.00	0.00	0.00	71.86	100.17	(28.31)
HANDLING FEE	9,140.00	9,770.00	(630.00)	56,100.00	65,560.00	(9,460.00)
PRENEED CONTRACT SERVICE CHG	400.00	1,000.00	(600.00)	3,900.00	5,600.00	(1,700.00)
VASE/HDSTN SET & CLEAN	4,625.00	3,365.00	1,260.00	27,511.17	27,960.00	(448.83)
<b>TOTAL REVENUE</b>	<b>49,826.02</b>	<b>56,631.76</b>	<b>(6,805.74)</b>	<b>469,551.55</b>	<b>551,912.10</b>	<b>(82,360.55)</b>
	49,826.02	56,631.76	(6,805.74)	469,551.55	551,912.10	(82,360.55)
<b>EXPENSES</b>						
REGULAR SALARIES	20,973.17	19,571.27	1,401.90	202,590.71	190,392.67	12,198.04
BOT BOARD MEETINGS	500.00	1,000.00	(500.00)	4,500.00	4,800.00	(300.00)
BOT CONFERENCES	0.00	0.00	0.00	1,752.00	0.00	1,752.00
BOT TRAVEL & EXPENSES	0.00	0.00	0.00	1,562.25	0.00	1,562.25
TEMPORARY HELP	0.00	631.75	(631.75)	1,616.62	4,191.87	(2,575.25)
RETIREMENT/PENSION	1,437.48	1,339.32	98.16	13,919.71	13,055.53	864.18
FICA	1,321.53	1,304.78	16.75	12,846.70	12,269.00	577.70
MEDICARE	309.07	305.14	3.93	3,004.47	2,869.25	135.22
EMPLOYEE GROUP INSURANCE	5,722.31	6,064.86	(342.55)	54,918.56	52,740.51	2,178.05
UNEMPLOYMENT INSURANCE	143.88	154.57	(10.69)	1,510.14	1,648.16	(138.02)
WORKERS COMP INSURANCE	562.68	600.00	(37.32)	5,194.89	5,400.00	(205.11)
ELECTRICITY	3,327.77	5,494.98	(2,167.21)	40,341.83	40,022.28	319.55
TELEPHONE	619.64	741.86	(122.22)	5,637.32	4,534.57	1,102.75
WATER	2,344.22	1,433.94	910.28	31,737.65	26,336.13	5,401.52
COMMUNITY OUTREACH	95.00	110.00	(15.00)	965.00	1,290.00	(325.00)
VISA-MASTER CHG FEES	570.26	97.09	473.17	3,972.90	3,352.37	620.53
COUNTY SERVICE CHARGE	52.04	47.30	4.74	449.42	474.90	(25.48)
EDUCATION	0.00	250.00	(250.00)	0.00	250.00	(250.00)
GENERAL INSURANCE	1,356.29	1,178.77	177.52	12,206.61	10,608.93	1,597.68
LEGAL	70.00	952.56	(882.56)	1,330.66	2,703.01	(1,372.35)
LOT REPURCHASE	0.00	2,115.00	(2,115.00)	5,900.80	6,895.00	(994.20)
OFFICE EXPENSE	1,274.75	899.40	375.35	12,801.03	13,922.96	(1,121.93)
TRAVEL & CONVENTION	209.37	2,696.50	(2,487.13)	8,175.11	11,655.63	(3,480.52)
UNIFORMS & SAFETY EQUIPMENT	0.00	0.00	0.00	435.05	315.27	119.78
MTG EXP & SUPPLIES	0.00	0.00	0.00	15.00	877.86	(862.86)
AUDIT	0.00	0.00	0.00	11,243.00	13,265.00	(2,022.00)
ADVERTISING/PUBLICITY	183.20	180.60	2.60	3,398.20	2,855.90	542.30
MEMBERSHIP & DUES	0.00	0.00	0.00	3,663.00	0.00	3,663.00
AUTO TRUCK EXPENSE	0.00	99.48	(99.48)	371.04	507.48	(136.44)
LARGE EQUIPMENT REPAIRS	0.00	17.98	(17.98)	3,729.39	423.66	3,305.73
EQUIPMENT REPAIRS	0.00	0.00	0.00	350.00	0.00	350.00
IRRIGATION SYSTEM REPAIRS	104.23	256.56	(152.33)	3,132.43	4,467.31	(1,334.88)
FERTILIZER AND SEED	0.00	0.00	0.00	11,391.44	11,411.21	(19.77)
GASOLINE, OIL, TIRES	0.00	2,954.49	(2,954.49)	4,715.23	5,449.18	(733.95)
PLANT & BUILDING	1,543.15	5,578.21	(4,035.06)	16,000.81	17,576.39	(1,575.58)
TOOLS & SUPPLIES	0.00	265.87	(265.87)	1,127.54	1,073.22	54.32
GRAVE LINERS & VAULTS	4,631.00	5,144.00	(513.00)	19,818.36	22,698.58	(2,880.22)
GRAVE VASES	1,031.41	155.91	875.50	4,560.61	1,940.18	2,620.43
CONTRACT TREE/GARDEN MAINTNCE	14,550.00	14,550.00	0.00	116,331.90	116,347.26	(15.36)
CONTRACT BURIALS	1,650.00	0.00	1,650.00	3,900.00	4,125.00	(225.00)
SECURITY CAMERA EXPENSE	138.00	227.85	(89.85)	1,469.85	1,469.85	0.00
<b>TOTAL EXPENSES</b>	<b>(64,720.45)</b>	<b>(76,420.04)</b>	<b>11,699.59</b>	<b>(632,587.23)</b>	<b>(614,216.12)</b>	<b>(18,371.11)</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>(14,894.43)</b>	<b>(19,788.28)</b>	<b>4,893.85</b>	<b>(163,035.68)</b>	<b>(62,304.02)</b>	<b>(100,731.66)</b>
<b>OTHER INCOME &amp; EXPENSE</b>						
RESERVES TRANSFERRED IN	0.00	0.00	0.00	(600.00)	0.00	(600.00)
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(600.00)</b>	<b>0.00</b>	<b>(600.00)</b>
<b>NET INCOME (LOSS)</b>	<b>(14,894.43)</b>	<b>(19,788.28)</b>	<b>4,893.85</b>	<b>(162,435.68)</b>	<b>(62,304.02)</b>	<b>(100,131.66)</b>



**PALM SPRINGS CEMETERY DIST**  
**ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND**  
**FOR THE NINE MONTHS ENDING MARCH 31, 2014**

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
<b>REVENUES</b>						
OPEN AND CLOSE	28,100.00	22,295.00	5,805.00	177,028.00	267,540.00	(90,512.00)
MISC SPECIAL SET-UP	0.00	66.66	(66.66)	600.00	800.00	(200.00)
RETURNED CHECK BANK CHARGE	0.00	4.16	(4.16)	50.00	50.00	0.00
INTEREST RECEIVED	0.00	1.66	(1.66)	14.35	20.00	(5.65)
LAND LEASE	0.00	4,635.00	(4,635.00)	0.00	55,620.00	(55,620.00)
MISC INCOME	15.00	0.00	15.00	1,252.00	0.00	1,252.00
CREDIT CARD CONVEN FEE	204.66	378.33	(173.67)	2,622.36	4,540.00	(1,917.64)
LATE FEE	0.00	0.00	0.00	400.00	0.00	400.00
SAT INTERMENT SURCHARGE	450.00	920.83	(470.83)	11,650.00	11,050.00	600.00
SUN INTERMENT SURCHARGE	0.00	791.66	(791.66)	3,375.00	9,500.00	(6,125.00)
TAX COLLECTIONS	393.11	21,611.91	(21,218.80)	137,562.71	259,343.00	(121,780.29)
VAULTS	1,660.00	1,564.16	95.84	9,540.00	18,770.00	(9,230.00)
EX LG CREMATION VAULTS	255.00	0.00	255.00	2,635.00	0.00	2,635.00
LINERS	1,755.00	1,303.25	451.75	9,995.00	15,639.00	(5,644.00)
GRAVE VASES	648.25	620.00	28.25	4,519.10	7,440.00	(2,920.90)
MEMORIAL WALL INCOME	0.00	25.00	(25.00)	25.00	300.00	(275.00)
ENR SURCHARGE	2,000.00	2,647.50	(647.50)	19,800.00	31,770.00	(11,970.00)
LOT TRANSFERS	180.00	60.00	120.00	900.00	720.00	180.00
COUNTY INTEREST INCOME	0.00	10.83	(10.83)	71.86	130.00	(58.14)
HANDLING FEE	9,140.00	7,427.25	1,712.75	56,100.00	89,127.00	(33,027.00)
PRENEED CONTRACT SERVICE CHG	400.00	719.16	(319.16)	3,900.00	6,300.00	(4,730.00)
VASE/HDSTN SET & CLEAN	4,625.00	3,218.83	1,406.17	27,511.17	38,626.00	(11,114.83)
NICHE SHUTTER CLEAN-REPAINT	0.00	8.33	(8.33)	0.00	100.00	(100.00)
<b>TOTAL REVENUES</b>	<b>49,826.02</b>	<b>68,309.52</b>	<b>(18,483.50)</b>	<b>469,551.55</b>	<b>819,715.00</b>	<b>(350,163.45)</b>
	<b>49,826.02</b>	<b>68,309.52</b>	<b>(18,483.50)</b>	<b>469,551.55</b>	<b>819,715.00</b>	<b>(350,163.45)</b>
<b>EXPENSES</b>						
REGULAR SALARIES	20,973.17	23,819.16	(2,845.99)	202,590.71	285,830.00	(83,239.29)
BOT BOARD MEETINGS	500.00	625.00	(125.00)	4,500.00	7,500.00	(3,000.00)
BOT CONFERENCES	0.00	0.00	0.00	1,752.00	0.00	1,752.00
BOT TRAVEL & EXPENSES	0.00	0.00	0.00	1,562.25	0.00	1,562.25
TEMPORARY HELP	0.00	500.00	(500.00)	1,616.62	6,000.00	(4,383.38)
RETIREMENT/PENSION	1,437.48	1,591.08	(153.60)	13,919.71	19,093.00	(5,173.29)
FICA	1,321.53	1,546.50	(224.97)	12,846.70	18,558.00	(5,711.30)
MEDICARE	309.07	361.75	(52.68)	3,004.47	4,341.00	(1,336.53)
EMPLOYEE GROUP INSURANCE	5,722.31	6,806.50	(1,084.19)	54,918.56	81,678.00	(26,759.44)
UNEMPLOYMENT INSURANCE	143.88	249.41	(105.53)	1,510.14	2,993.00	(1,482.86)
WORKERS COMP INSURANCE	562.68	601.08	(38.40)	5,194.89	7,213.00	(2,018.11)
ELECTRICITY	3,327.77	4,625.00	(1,297.23)	40,341.83	55,500.00	(15,158.17)
TELEPHONE	619.64	508.33	111.31	5,637.32	6,100.00	(462.68)
WATER	2,344.22	2,800.00	(455.78)	31,737.65	33,600.00	(1,862.35)
COMMUNITY OUTREACH	95.00	166.66	(71.66)	965.00	2,000.00	(1,035.00)
VISA-MASTER CHG FEES	570.26	375.00	195.26	3,972.90	4,500.00	(527.10)
RETURNED CHECK	0.00	4.16	(4.16)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	52.04	54.16	(2.12)	449.42	650.00	(200.58)
EDUCATION	0.00	25.00	(25.00)	0.00	300.00	(300.00)
GENERAL INSURANCE	1,356.29	1,356.33	(0.04)	12,206.61	16,276.00	(4,069.39)
LEGAL	70.00	333.33	(263.33)	1,330.66	4,000.00	(2,669.34)
LOT REPURCHASE	0.00	500.00	(500.00)	5,900.80	6,000.00	(99.20)
OFFICE EXPENSE	1,274.75	1,333.33	(58.58)	12,801.03	16,000.00	(3,198.97)
TRAVEL & CONVENTION	209.37	1,250.00	(1,040.63)	8,175.11	15,000.00	(6,824.89)
UNIFORMS & SAFETY EQUIPMENT	0.00	33.33	(33.33)	435.05	400.00	35.05
MTC EXP & SUPPLIES	0.00	91.66	(91.66)	15.00	1,100.00	(1,085.00)
AUDIT	0.00	937.50	(937.50)	11,243.00	11,250.00	(7.00)
ADVERTISING/PUBLICITY	183.20	1,666.66	(1,483.46)	3,398.20	20,000.00	(16,601.80)
MEMBERSHIP & DUES	0.00	0.00	0.00	3,663.00	0.00	3,663.00
AUTO TRUCK EXPENSE	0.00	83.33	(83.33)	371.04	1,000.00	(628.96)
LARGE EQUIPMENT REPAIRS	0.00	83.33	(83.33)	3,729.39	1,000.00	2,729.39
EQUIPMENT REPAIRS	0.00	41.66	(41.66)	350.00	500.00	(150.00)
IRRIGATION SYSTEM REPAIRS	104.23	666.66	(562.43)	3,132.43	8,000.00	(4,867.57)
FERTILIZER AND SEED	0.00	1,250.00	(1,250.00)	11,391.44	15,000.00	(3,608.56)
GASOLINE, OIL, TIRES	0.00	500.00	(500.00)	4,715.23	6,000.00	(1,284.77)
PLANT & BUILDING	1,543.15	1,983.33	(440.18)	16,000.81	23,800.00	(7,799.19)
ROAD MAINTENANCE	0.00	166.66	(166.66)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	0.00	131.66	(131.66)	1,127.54	1,580.00	(452.46)
GRAVE LINERS & VAULTS	4,631.00	2,720.83	1,910.17	19,818.36	32,650.00	(12,831.64)
GRAVE VASES	1,031.41	258.33	773.08	4,560.61	3,100.00	1,460.61
CONTRACT TREE/GARDEN MAINTNCE	14,550.00	14,550.00	0.00	116,331.90	174,600.00	(58,268.10)
CONTRACT BURLS	1,650.00	458.33	1,191.67	3,900.00	5,500.00	(1,600.00)
SECURITY CAMERA EXPENSE	138.00	133.33	4.67	1,469.85	1,600.00	(130.15)
<b>TOTAL EXPENSES</b>	<b>64,720.45</b>	<b>75,188.38</b>	<b>(10,467.93)</b>	<b>632,587.23</b>	<b>902,262.00</b>	<b>(269,674.77)</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>(14,894.43)</b>	<b>(6,878.86)</b>	<b>(8,015.57)</b>	<b>(163,035.68)</b>	<b>(82,547.00)</b>	<b>(80,488.68)</b>
<b>OTHER INCOME &amp; EXPENSE</b>						
RESERVES TRANSFERRED IN	0.00	8,545.58	(8,545.58)	600.00	102,547.00	(101,947.00)
OTHER EXPENSE APPROP CONTING	0.00	1,666.72	(1,666.72)	0.00	20,000.00	(20,000.00)
<b>TOTAL OTHER INCOME &amp; EXPENSES</b>	<b>0.00</b>	<b>(6,878.86)</b>	<b>6,878.86</b>	<b>(600.00)</b>	<b>(82,547.00)</b>	<b>81,947.00</b>
<b>NET INCOME (LOSS)</b>	<b>(14,894.43)</b>	<b>0.00</b>	<b>(14,894.43)</b>	<b>(162,435.68)</b>	<b>0.00</b>	<b>(162,435.68)</b>

**ANNUAL BUDGET**  
**INCOME STATEMENT GENERAL**

**MAR 31, 2014 F-6**

**ACCUMULATIVE CAPITAL OUTLAY FUND  
TRIAL BALANCE  
AS OF MARCH 31, 2014**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
<b>CURRENT ASSETS:</b>			
002343	CASH ON DEPOSIT -COUNTY	14,639.75	
003343	ASSET RPLCE RSRVE-LAND/BLD/ET	303,578.00	
004343	ASSET PURCHASE HOLDING ACCO	1,903,697.78	
006343	CASH - INTEREST/DIVIDENDS	530,621.38	
007343	INVESTED FUNDS - PSCD	222,563.48	
008343	DUE FROM GF/PN/EDC		337.00
018343	UNREALISED G/L ON SECURITIES		71,034.06
	<b>CURRENT ASSETS:</b>	<b>2,975,100.39</b>	<b>71,371.06</b>
<b>FIXED ASSETS:</b>			
010343	AUTO	63,482.63	
011343	LARGE EQUIPMENT	122,665.72	
012343	BUILDINGS	349,920.12	
013343	EQUIPMENT	59,977.50	
014343	FURNITURE & FIXTURES	90,226.35	
015343	LAND & IMPROVEMENTS	1,878,276.81	
016343	WATER SYSTEMS	923,177.90	
	<b>FIXED ASSETS:</b>	<b>3,487,727.03</b>	
<b>OTHER ASSETS:</b>			
	<b>OTHER ASSETS:</b>	<b>0.00</b>	
<b>CURRENT LIABILITIES:</b>			
131343	ACCUMULATED DEPRECIATION		2,218,436.23
	<b>CURRENT LIABILITIES:</b>		<b>2,218,436.23</b>
<b>RETAINED EARNINGS:</b>			
141343	RETAINED EARNINGS		3,257,386.40
142343	ACO PROPOSED EXPENDITURES		787,016.88
	<b>RETAINED EARNINGS:</b>		<b>4,044,403.28</b>
<b>REVENUE:</b>			
201343	BURIAL RIGHT SALES		118,150.00
203343	CURRENT INTEREST & DIVIDENDS		18,856.12
213343	COUNTY INTEREST INCOME		260.05
230343	GAIN/INVEST FAIR VALUE INCREA	8,482.42	
500343	REVENUE TRANSFERRED IN		2,790.00
	<b>REVENUE:</b>	<b>8,482.42</b>	<b>140,056.17</b>
<b>EXPENSES:</b>			
310343	INVESTMENT ADVISOR FEES	2,807.34	
311343	COUNTY SERVICE CHARGE	149.56	
	<b>EXPENSES:</b>	<b>2,956.90</b>	
	<b>REPORT TOTALS</b>	<b>6,474,266.74</b>	<b>6,474,266.74</b>

**ACCUMULATIVE CAPITAL OUTLAY  
BALANCE SHEET  
MARCH 31, 2014**

ASSETS

CURRENT ASSETS

CASH ON DEPOSIT -COUNTY	14,639.75	
ASSET REPLCE RSRVE-LAND/BLD/ETC	303,578.00	
ASSET PURCHASE HOLDING ACCOUNT	1,903,697.78	
CASH - INTEREST/DIVIDENDS	530,621.38	
INVESTED FUNDS - PSCD	222,563.48	
DUE FROM GF/PN/EDC	(337.00)	
UNREALIZED G/L ON SECURITIES	(71,034.06)	
<b>TOTAL CURRENT ASSETS</b>		<b>2,903,729.33</b>

FIXED ASSETS

AUTO	63,482.63	
LARGE EQUIPMENT	122,665.72	
BUILDINGS	349,920.12	
EQUIPMENT	59,977.50	
FURNITURE & FIXTURES	90,226.35	
LAND & IMPROVEMENTS	1,878,276.81	
WATER SYSTEMS	923,177.90	
<b>TOTAL FIXED ASSETS</b>		<b>3,487,727.03</b>

OTHER ASSETS

TOTAL OTHER ASSETS		0.00
<b>TOTAL ASSETS</b>		<b>6,391,456.36</b>

LIABILITIES AND EQUITY

CURRENT LIABILITIES

ACCUMULATED DEPRECIATION	2,218,436.23	
<b>TOTAL CURRENT LIABILITIES</b>		<b>2,218,436.23</b>
<b>TOTAL LIABILITIES</b>		<b>2,218,436.23</b>

RETAINED EARNINGS

RETAINED EARNINGS	3,257,386.40	
ACO PROPOSED EXPENDITURES	787,016.88	
NET INCOME	128,616.85	
<b>TOTAL RETAINED EARNINGS</b>		<b>4,173,020.13</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>6,391,456.36</b>

**ACCUMULATIVE CAPITAL OUTLAY  
INCOME STATEMENT  
FOR THE NINE MONTHS ENDING MARCH 31, 2014**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
BURIAL RIGHT SALES	13,450.00	21,600.00	(8,150.00)	118,150.00	135,675.00	(17,525.00)
CURRENT INTEREST & DIVIDENDS	1,174.02	3,302.29	(2,128.27)	18,856.12	36,817.52	(17,961.40)
COUNTY INTEREST INCOME	0.00	0.00	0.00	260.05	1,263.75	(1,003.70)
DONATIONS & GRANTS	0.00	0.00	0.00	0.00	2,819.00	(2,819.00)
GAIN/INVEST FAIR VALUE INCREAS	65,962.95	7,206.15	58,756.80	(8,482.42)	(31,435.42)	22,953.00
<b>TOTAL REVENUE</b>	<b>80,586.97</b>	<b>32,108.44</b>	<b>48,478.53</b>	<b>128,783.75</b>	<b>145,139.85</b>	<b>(16,356.10)</b>
	80,586.97	32,108.44	48,478.53	128,783.75	145,139.85	(16,356.10)
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	2,807.34	7,220.03	(4,412.69)
COUNTY SERVICE CHARGE	38.52	22.10	16.42	149.56	93.86	55.70
<b>TOTAL EXPENSES</b>	<b>(38.52)</b>	<b>(22.10)</b>	<b>(16.42)</b>	<b>(2,956.90)</b>	<b>(7,313.89)</b>	<b>4,356.99</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>80,548.45</b>	<b>32,086.34</b>	<b>48,462.11</b>	<b>125,826.85</b>	<b>137,825.96</b>	<b>(11,999.11)</b>
<b>OTHER INCOME &amp; EXPENSE</b>						
REVENUE TRANSFERRED IN	(1,250.00)	(4,360.00)	3,110.00	(2,790.00)	(5,297.54)	2,507.54
<b>TOTAL OTHER INCOME &amp; EXPENSE</b>	<b>(1,250.00)</b>	<b>(4,360.00)</b>	<b>3,110.00</b>	<b>(2,790.00)</b>	<b>(5,297.54)</b>	<b>2,507.54</b>
<b>NET INCOME (LOSS)</b>	<b>81,798.45</b>	<b>36,446.34</b>	<b>45,352.11</b>	<b>128,616.85</b>	<b>143,123.50</b>	<b>(14,506.65)</b>

**ENDOWMENT CARE FUND  
TRIAL BALANCE  
AS OF MARCH 31, 2014**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
<b>ASSETS:</b>			
002342	CASH ON DEPOSIT - COUNTY	618,107.75	
003-342	INTEREST ON DEPOSIT-COUNTY	120,645.65	
006342	CASH - INTEREST/DIVIDENDS	1,154,108.21	
007342	INVESTED FUNDS - PSCD	3,152,495.45	
018342	UNREALIZED G/L ON SECURITIES		155,415.06
	<b>ASSETS:</b>		<b>155,415.06</b>
<b>RETAINED EARNINGS:</b>			
141342	RETAINED EARNINGS- ENDOWMEN		4,424,128.66
142342	ACCRUED INTEREST & DIVIDENDS		428,240.45
143342	REALIZED INVESTMENT GAIN/LOS		18,405.00
	<b>RETAINED EARNINGS:</b>		<b>4,870,774.11</b>
<b>REVENUE:</b>			
200342	WMC ENDOWMENT CARE		7,575.00
201342	ENDOWMENT CARE DEPOSITS		78,694.68
203342	CURRENT INTEREST & DIVIDENDS		40,101.66
213342	COUNTY INTEREST INCOME		1,354.28
230342	GAIN/INVEST FAIR VALUE INCREA	92,902.03	
	<b>REVENUE:</b>	<b>92,902.03</b>	<b>127,725.62</b>
<b>EXPENSES:</b>			
310342	INVESTMENT ADVISOR FEES	15,655.70	
	<b>EXPENSES:</b>	<b>15,655.70</b>	
	<b>REPORT TOTALS</b>	<b>5,153,914.79</b>	<b>5,153,914.79</b>

**ENDOWMENT CARE FUND  
BALANCE SHEET  
MARCH 31, 2014**

ASSETS

ASSETS

CASH ON DEPOSIT - COUNTY	618,107.75	
INTEREST ON DEPOSIT-COUNTY	120,645.65	
CASH - INTEREST/DIVIDENDS	1,154,108.21	
INVESTED FUNDS - PSCD	3,152,495.45	
UNREALIZED G/L ON SECURITIES	(155,415.06)	
 TOTAL ASSETS		 4,889,942.00
  TOTAL ASSETS		  4,889,942.00

LIABILITIES AND FUND EQUITY

LIABILITIES

TOTAL LIABILITIES		0.00
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RETAINED EARNINGS

RETAINED EARNINGS- ENDOWMENT	4,424,128.66	
ACCRUED INTEREST & DIVIDENDS	428,240.45	
REALIZED INVESTMENT GAIN/LOSS	18,405.00	
NET INCOME	19,167.89	
 TOTAL RETAINED EARNINGS		 4,889,942.00
  TOTAL LIABILITIES AND FUND EQUITY		  4,889,942.00

**ENDOWMENT CARE FUND  
INCOME STATEMENT  
FOR THE NINE MONTHS ENDING MARCH 31, 2014**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
WMC ENDOWMENT CARE	100.00	50.00	50.00	7,575.00	2,425.00	5,150.00
ENDOWMENT CARE DEPOSITS	11,025.34	16,222.00	(5,196.66)	78,694.68	94,806.34	(16,111.66)
CURRENT INTEREST & DIVIDENDS	1,543.35	3,073.93	(1,530.58)	40,101.66	36,378.68	3,722.98
COUNTY INTEREST INCOME	0.00	0.00	0.00	1,354.28	1,212.45	141.83
GAIN/INVEST FAIR VALUE INCREASES	(7,712.86)	10,186.19	(17,899.05)	(92,902.03)	(32,864.45)	(60,037.58)
TOTAL REVENUE	4,955.83	29,532.12	(24,576.29)	34,823.59	101,958.02	(67,134.43)
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	1.00	(1.00)	15,655.70	16,123.96	(468.26)
TOTAL EXPENSES	0.00	1.00	(1.00)	15,655.70	16,123.96	(468.26)
NET INCOME (LOSS)	4,955.83	29,531.12	(24,575.29)	19,167.89	85,834.06	(66,666.17)

**PRENEED FUND  
TRIAL BALANCE  
AS OF MARCH 31, 2014**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
<b>CURRENT ASSETS:</b>			
002392	CASH ON DEPOSIT- COUNTY	309,759.13	
006392	CASH -INTEREST/DIVIDENDS	347,128.80	
007392	INVESTED FUNDS -PSCD	724,220.75	
018392	UNREALIZED G/L - SECURITIES		93,897.35
034392	CONTRACTS RECEIVABLE	65,132.94	
	<b>CURRENT ASSETS:</b>	<b>1,446,241.62</b>	<b>93,897.35</b>
<b>LIABILITIES:</b>			
101392	DEFERRED REVENUE PAYABLE		686,719.91
	<b>LIABILITIES:</b>		<b>686,719.91</b>
<b>RETAINED EARNINGS:</b>			
141392	RETAINED EARNINGS		416,703.61
142392	ACCRUED INTEREST & DIVIDENDS		168,973.88
	<b>RETAINED EARNINGS:</b>		<b>585,677.49</b>
<b>REVENUE:</b>			
201392	CURRENT SALES		39,586.99
202392	CURRENT DEFERRED REVENUE		50,047.48
203392	CURRENT INTEREST & DIVIDENDS		21,819.93
213392	COUNTY INTEREST INCOME		564.84
230392	GAIN/INVEST FAIR VALUE INCREA:	20,034.42	
	<b>REVENUE:</b>	<b>20,034.42</b>	<b>112,017.24</b>
<b>EXPENSES:</b>			
310392	INVESTMENT FEES	3,588.58	
311392	COUNTY SERVICE CHARGES	609.08	
320392	LOSS ON TRANSFER (INTER COSTS	4,450.29	
335392	SALES TRANSFER OUT (PRIOR YR)	3,390.00	
	<b>EXPENSES:</b>	<b>12,037.95</b>	
	<b>REPORT TOTALS</b>	<b>1,478,313.99</b>	<b>1,478,313.99</b>



**PRENEED FUND  
BALANCE SHEET  
MARCH 31, 2014**

ASSETS

ASSETS

CASH ON DEPOSIT- COUNTY	309,759.13	
CASH -INTEREST/DIVIDENDS	347,128.80	
INVESTED FUNDS -PSCD	724,220.75	
UNREALIZED G/L - SECURITIES	(93,897.35)	
CONTRACTS RECEIVABLE	65,132.94	

TOTAL ASSETS		1,352,344.27
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TOTAL ASSETS		1,352,344.27
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LIABILITIES AND EQUITY

LIABILITIES

DEFERRED REVENUE PAYABLE	686,719.91	
TOTAL LIABILITIES		686,719.91

RETAINED EARNINGS

RETAINED EARNINGS	416,703.61	
ACCRUED INTEREST & DIVIDENDS	168,973.88	
NET INCOME	79,946.87	

TOTAL RETAINED EARNINGS		665,624.36
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TOTAL LIABILITIES AND EQUITY		1,352,344.27
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**PRENEED FUND  
INCOME STATEMENT  
FOR THE NINE MONTHS ENDING MARCH 31, 2014**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
CURRENT SALES	3,493.04	5,952.75	(2,459.71)	39,586.99	40,695.81	(1,108.82)
CURRENT DEFERRED REVENUE	166.38	12,255.00	(12,088.62)	50,047.48	72,323.97	(22,276.49)
CURRENT INTEREST & DIVIDENDS	1,498.96	1,190.65	308.31	21,819.93	14,789.94	7,029.99
COUNTY INTEREST INCOME	0.00	0.00	0.00	564.84	403.47	161.37
GAIN/INVEST FAIR VALUE INCREAS	25,003.24	3,628.79	21,374.45	(20,034.42)	(15,429.33)	(4,605.09)
<b>TOTAL REVENUE</b>	<b>30,161.62</b>	<b>23,027.19</b>	<b>7,134.43</b>	<b>91,984.82</b>	<b>112,783.86</b>	<b>(20,799.04)</b>
<b>EXPENSES</b>						
INVESTMENT FEES	0.00	0.00	0.00	3,588.58	3,806.95	(218.37)
COUNTY SERVICE CHARGES	74.86	76.31	(1.45)	609.08	581.58	27.50
LOSS ON TRANSFER (INTER COSTS)	2,328.70	3,551.07	(1,222.37)	4,450.29	7,303.95	(2,853.66)
SALES TRANSFER OUT (PRIOR YR)	1,250.00	4,360.00	(3,110.00)	3,390.00	6,160.00	(2,770.00)
<b>TOTAL EXPENSES</b>	<b>3,653.56</b>	<b>7,987.38</b>	<b>(4,333.82)</b>	<b>12,037.95</b>	<b>17,852.48</b>	<b>(5,814.53)</b>
<b>NET INCOME (LOSS)</b>	<b>26,508.06</b>	<b>15,039.81</b>	<b>11,468.25</b>	<b>79,946.87</b>	<b>94,931.38</b>	<b>(14,984.51)</b>

**RESOLUTION NO. 03-2014**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT DESIGNATING NEAL WILSON OF UNION BANC INVESTMENT SERVICES, LLC AS THE DISTRICT'S FINANCIAL ADVISOR AND UNION BANC INVESTMENTS SERVICES, LLC AS THE DISTRICT'S BROKER**

**WHEREAS**, the Palm Springs Cemetery District (the "District"), is a special district duly organized and existing under California Health and Safety Code section 9000 et seq. known as the Public Cemetery District Law; and

**WHEREAS**, the governing body of the District is the Board of Trustees (the "Board"); and

**WHEREAS**, Union Banc Investment Services, LLC (CRD# 14455) is a subsidiary of Union Bank, NA and a member of the Financial Industry Regulatory Authority ("FINRA") and the Securities Investor Protection Corporation ("SIPC"); and

**WHEREAS**, the Board has established an investment account with Union Banc Investment Services having account numbers of \_\_\_\_\_; \_\_\_\_\_; and \_\_\_\_\_.

**WHEREAS**, according to FINRA website (<http://www.finra.org>), Neal B. Wilson (CRD# 1849565) has 24 years of experience in the securities industry as a Broker and/or Investment Advisor and is currently a Senior Financial Advisor with Union Banc Investment Services; and

**WHEREAS**, the Board desires to designate Union Banc Investments Services, LLC as the District's Broker authorized to buy and sell securities such as, but not limited to, stocks, bonds, mutual funds and certain other permissible products on behalf of the District subject to all applicable District, state and federal policies, laws, rules and regulations; and

**WHEREAS**, the Board also desires to designate Neal B. Wilson as the District's Financial Advisor who shall be authorized to provide advice to the Board regarding various securities to the Board subject to all applicable District, state and federal policies, laws, rules and regulations; and

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

**Section 1.                    RECITALS**

That the above recitals are true and correct and are hereby incorporated herein by this reference.

**Section 2.                    DESIGNATION OF FINANCIAL OFFICER**

That Neal B. Wilson (CRD# 1849565) who currently serves as Senior Financial Advisor with Union Banc Investment Services, LLC (CRD# 14455) which is a subsidiary of Union Bank, NA, is hereby designated as the Palm Springs Cemetery District's official Financial Advisor pursuant to the terms, conditions and covenants set forth in a Professional Services Agreement duly approved by the Board of Trustees and approved as to form by the District's General Legal Counsel.

**Section 3.                    DESIGNATION OF BROKER**

That the Board hereby designates Union Banc Investments Services, LLC as the District's Broker authorized to buy and sell securities such as, but not limited to, stocks, bonds, mutual funds and certain other permissible products on behalf of the District subject to all applicable District, state and federal policies, laws, rules and regulations.

**Section 4.                    OTHER ACTIONS**

That the Board of Trustees hereby authorizes the Board President, Trustees designated by the President, the District Manager and the District's General Legal Counsel to execute and deliver any and all documents necessary in order to consummate the transactions authorized hereby.

**Section 5.                    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.

**Section 6.                    EFFECTIVE DATE**

That this resolution shall take effect immediately upon its passage.

[THIS PORTION IS INTENTIONALLY LEFT BLANK]

**PASSED AND APPROVED this 10th day of April, 2014**, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jan Pye, President

ATTEST:

\_\_\_\_\_  
John Lea, Secretary

APPROVED AS TO FORM:

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

REVIEWED:

\_\_\_\_\_  
Kathleen Jurasky, District Manager

**7a 3 of 3**

**RESOLUTION NO. 04-2014**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
PALM SPRINGS CEMETERY DISTRICT DESIGNATING  
THE BOARD VICE PRESIDENT AND BOARD  
TREASURER AS AUTHORIZED SIGNATORIES  
REGARDING THE DISTRICT'S INVESTMENT ACCOUNT  
WITH UNION BANC**

**WHEREAS**, the Palm Springs Cemetery District (the "District"), is a special district duly organized and existing under California Health and Safety Code section 9000 et seq. known as the Public Cemetery District Law; and

**WHEREAS**, the governing body of the District is the Board of Trustees (the "Board"); and

**WHEREAS**, the Board has established an investment account with Union Banc Investment Services having account numbers of \_\_\_\_\_; \_\_\_\_\_; and \_\_\_\_\_.

**WHEREAS**, the Board desires to authorize Board Vice President Lenny Pepper and Board Treasurer George Stettler to execute any necessary documents related to Union Banc Investment Services Account Numbers \_\_\_\_\_; \_\_\_\_\_; and \_\_\_\_\_ on behalf of the District.

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

**Section 1. RECITALS**

That the above recitals are true and correct and are hereby incorporated herein by this reference.

**Section 2. AUTHORIZED SIGNATORIES**

That Board Vice President Lenny Pepper and Board Treasurer George Stettler are hereby authorized to execute any and all necessary documents related to Union Banc Investment Services Account Nos. [TO BE INSERTED] on behalf of the District, as long as they maintain their respective offices on the Board of Trustees.

**Section 3. OTHER ACTIONS**

That the Board of Trustees hereby authorizes the Board President, any Trustees designated by the President, the District Manager and the District's Legal Counsel to execute and deliver any and all documents necessary in order to consummate the transactions authorized hereby.

**Section 4. 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.

**Section 5. EFFECTIVE DATE**

That this resolution shall take effect immediately upon its passage.

[THIS PORTION IS INTENTIONALLY LEFT BLANK]

**PASSED AND APPROVED this 10th day of April, 2014,** by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jan Pye, President

ATTEST:

\_\_\_\_\_  
John Lea, Secretary

APPROVED AS TO FORM:

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

REVIEWED:

\_\_\_\_\_  
Kathleen Jurasky, District Manager



**RESOLUTION NO. 05-2014**

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

**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 9065 provides that the Board of Trustees shall create an Endowment Care Fund, the principal of which shall not be spent by the Board of Trustees; and

**WHEREAS**, Health and Safety Code Section 9066 provides that the Board of Trustees shall cause the principal of the Endowment Care Fund to be invested and reinvested in designated securities, obligations, certificates of deposits and other interest-bearing accounts; and

**WHEREAS**, Health and Safety Code Section 9065 provides that the Board of Trustees shall cause the income from the Endowment Care Fund to be deposited in an Endowment Income Fund and spent solely for the care of the cemeteries owned by the District; and

**WHEREAS**, Health and Safety Code Section 9067 provides that the Board of Trustees may cause the funds deposited in the Endowment Income Fund that are not required for the immediate care of the District to be invested in the securities and obligations designated by Government Code Section 53601; and

**WHEREAS**, Government Code Section 53601 authorizes the Board of Trustees to invest any portion of District funds contained in the District's Treasury that is not required for the immediate needs of the District in any manner that it deems wise or expedient pursuant to the applicable provisions contained in the Health and Safety Code or Government Code; and

**WHEREAS**, the Board of Trustees desires to adopt an Investment Policy that directs the District's designated Broker and/or Financial Advisor to safeguard the principal of all District funds under their control when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing District monies, and achieving a return on the funds under their control, without hindering the liquidity needs of the District.

**NOW, THEREFORE, be it resolved by the Board of Trustees of the Palm Springs Cemetery District as follows:**

**Section 1. Recitals.**

That the Recitals set forth above are true and correct.

**Section 2. Investment Policy**

That the attached Investment Policy is hereby adopted:

**Section 3. Severability.**

That the Board of Trustees declares that, should any provision, section, paragraph, sentence or word of this policy 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 policy as hereby adopted shall remain in full force and effect.

**Section 4. 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 5. Effective Date.**

That this Resolution shall take effect immediately upon its adoption.

**Section 6. 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.

The remainder of this page left intentionally blank.

**APPROVED AND ADOPTED this 10th day of April, 2014,** by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jan Pye, President

ATTEST:

\_\_\_\_\_  
John Lea, Secretary

APPROVED AS TO FORM:

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

REVIEWED:

\_\_\_\_\_  
Kathleen Jurasky, District Manager

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**PALM SPRINGS CEMETERY DISTRICT**

**INVESTMENT POLICY**

**2014**

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**Section 1.00 Prudent Investor Standard**

- 1.01 The person(s) or entities designated by the Board of Trustees to serve as the District's Financial Advisor and/or Broker authorized to make investment decisions on the investment of District funds on behalf of the District shall be a trustee and a fiduciary subject to the prudent investor standard.
- 1.05 When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing the District's funds, the District's Broker and/or Financial Advisor shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.
- 1.10 Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by any and all applicable laws.

**Section 2.00 Objectives**

- 2.01 When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the primary objective of the District's Broker and/or Financial Advisor shall be to safeguard the principal of the funds under its control.
- 2.02 The secondary objective shall be to meet the liquidity needs of the District.
- 2.03 The third objective shall be to achieve a return on the funds under the control of the District's Broker and/or Financial Advisor

**Section 3.0 Authorized Investments**

- 3.01 The principal of the District's Endowment Care Fund may be invested and reinvested in those designated securities, obligations, certificates of deposits and other interest-bearing accounts, as set forth in Health and Safety Code Section 9066.

3.02 Any monies contained in any District sinking fund or District Treasury which are not required for the immediate needs of the District may be invested as the District's Broker and/or Financial Advisor deems are wise or expedient investments, pursuant to the terms and provisions set forth in Government Code Section 53601 and any other applicable laws.

**Section 4.0 Prohibited Investments**

4.01 No District funds may be invested in inverse floaters, range notes, or mortgage-derived, interest-only strips, or any security that could result in zero interest accrual if held to maturity, or any other investments prohibited by law.

# HEALTH AND SAFETY CODE

(c) The district requires the payment of a nonresident fee set pursuant to Section 9068.

**Cottonwood,  
Anderson and  
Silveyville Cemetery  
Districts**

9063.9. Notwithstanding Sections 9060 and 9061, the Cottonwood Cemetery District in Shasta County, the Anderson Cemetery District in Shasta County, and the Silveyville Cemetery District in Solano County may use their cemeteries for up to a total of 400 interments each, not to exceed 40 interments each per calendar year, for interment in the ground or a columbarium of any person who is not a resident or a property taxpayer of any cemetery district, and who does not qualify for that interment pursuant to Section 9061, if all of the following apply:

(a) The board of trustees determines that the district's cemetery has adequate space for the foreseeable future.

(b) The district has an endowment care fund that requires a contribution for every interment of at least the minimum amount set pursuant to Sections 8738 and 9065.

(c) The district requires the payment of a nonresident fee set pursuant to Section 9068.

**Maintain accurate  
records**

9064. (a) The board of trustees shall cause to be prepared and maintained accurate and current records of:

**Record of owner**

(1) The cemeteries owned by the district, showing the location of the sites where persons have acquired interment rights, including the names and addresses of the persons who have acquired these interment rights, and the location of plots where interment rights are available for acquisition.

**Record of interments**

(2) All remains interred in cemeteries owned by the district, including the name of each person, his or her age at the time of death, place of death, date of interment, the interment plot, and the name and address of the funeral director.

(b) A district may keep the records required by this section in their original form or by any other method that can produce an accurate reproduction of the original record.

**Create endowment  
care fund**

9065. (a) The board of trustees shall create an endowment care fund.

**Require payment  
into fund**

(b) The board of trustees shall require a payment into the endowment care fund for each interment right sold. The amount of the payment shall be not less than the minimum amounts set by Section 8738.

**Payment from  
previously sold**

(c) The board of trustees may require a payment into the endowment care fund for each interment where no payment has previously been made. The amount of the payment shall be not less than the minimum amounts set by Section 8738.

**Payment from  
general fund**

(d) The board of trustees may pay into the endowment care fund any money from the district's general fund and from any other sources which is necessary or expedient to provide for the endowment care of the cemeteries owned by the district.

**Shall not spend the  
principal**

(e) The board of trustees shall not spend the principal of the endowment care fund.

**Income for care of  
cemeteries**

(f) The board of trustees shall cause the income from the endowment care fund to be deposited in an endowment income fund and spent solely for the care of the cemeteries owned by the district.

**Invest endowment  
care principal**

9066. The board of trustees shall cause the principal of the endowment care fund to be invested and reinvested in any of the

9066  
EDC Invest Principal

# HEALTH AND SAFETY CODE

following:

(a) Securities and obligations designated by Section 53601 of the Government Code.

(b) Obligations of the United States or obligations for which the faith and credit of the United States are pledged for the payment of principal and interest. These shall not be limited to maturity dates of one year or less.

(c) Obligations issued under authority of law by any county, municipality, or school district in this state for which are pledged the faith and credit of that county, municipality, or school district for the payment of principal and interest, if within 10 years immediately preceding the investment that county, municipality, or school district was not in default for more than 90 days in the payment of principal or interest upon any legally authorized obligations issued by it.

(d) Obligations of the State of California or those for which the faith and credit of the State of California are pledged for the payment of principal and interest.

(e) Interest-bearing obligations issued by a corporation organized under the laws of any state, or of the United States, provided that they bear a Standard and Poor's financial rating of AAA at the time of the investment.

(f) Certificates of deposit or other interest-bearing accounts in any state or federally chartered bank or savings association, the deposits of which are insured by the Federal Deposit Insurance Corporation.

9067. The board of trustees may cause the funds deposited in the endowment income fund pursuant to subdivision (f) of Section 9065 that are not required for the immediate care of the cemeteries owned by the district to be invested in the securities and obligations designated by Section 53601 of the Government Code.

9068. (a) The board of trustees shall adopt a schedule of fees for interments in cemeteries owned by the district and for other necessary and convenient services.

**Invest endowment  
care income**

(b) The board of trustees shall also adopt a schedule of fees for nonresidents. The board of trustees shall set these fees at an amount that at least equals the amount of fees charged to residents or taxpayers and shall include a nonresident fee of at least 15 percent of that amount.

**Adopt schedule of  
fees**

9069. (a) A district may seek the abandonment of an interment plot in a cemetery owned by the district pursuant to this section.

**May seek  
abandonment of  
graves**

(b) The board of trustees shall file a petition with the superior court of the principal county which contains all of the following:

(1) An identification of the interment plot that the district desires to be declared abandoned.

(2) A statement that the district has made a diligent search to locate the present owner of the interment plot.

(3) A statement that the present owner of the interment plot is unknown to the district.

(4) A statement that, to the best knowledge of the district, at least 50 years have passed since any portion of the interment plot has been used for interment purposes.

(5) A statement that, after a reasonable physical investigation of

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anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

53600.5. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the primary objective of a trustee shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control.

53600.6. The Legislature hereby finds that the solvency and creditworthiness of each individual local agency can impact the solvency and creditworthiness of the state and other local agencies within the state. Therefore, to protect the solvency and creditworthiness of the state and all of its political subdivisions, the Legislature hereby declares that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern.

Code  
53601

### Investing Funds

53601. This section shall apply to a local agency that is a city, a district, or other local agency that does not pool money in deposits or investments with other local agencies, other than local agencies that have the same governing body. However, Section 53635 shall apply to all local agencies that pool money in deposits or investments with other local agencies that have separate governing bodies. The legislative body of a local agency having moneys in a sinking fund or moneys in its treasury not required for the immediate needs of the local agency may invest any portion of the moneys that it deems wise or expedient in those investments set forth below. A local agency purchasing or obtaining any securities prescribed in this section, in a negotiable, bearer, registered, or nonregistered format, shall require delivery of the securities to the local agency, including those purchased for the agency by financial advisers, consultants, or managers using the agency's funds, by book entry, physical delivery, or by third-party custodial agreement. The transfer of securities to the counterparty bank's customer book entry account may be used for book entry delivery.

For purposes of this section, "counterparty" means the other party to the transaction. A counterparty bank's trust department or separate safekeeping department may be used for the physical delivery of the security if the security is held in the name of the local agency. Where this section specifies a percentage limitation for a particular category of investment, that percentage is applicable only at the date of purchase. Where this section does not specify a limitation on the term or remaining maturity at the time of the investment, no investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement or securities lending agreement authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment program approved by the legislative body no less than three months prior to the investment:

(a) Bonds issued by the local agency, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency.

(b) United States Treasury notes, bonds, bills, or certificates of



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indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

(c) Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.

(d) Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.

(e) Bonds, notes, warrants, or other evidences of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

(f) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

(g) Bankers' acceptances, otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances shall not exceed 180 days' maturity or 40 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 30 percent of the agency's moneys may be invested in the bankers' acceptances of any one commercial bank pursuant to this section.

This subdivision does not preclude a municipal utility district from investing moneys in its treasury in a manner authorized by the Municipal Utility District Act (Division 6 (commencing with Section 11501) of the Public Utilities Code).

(h) Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or (2):

(1) The entity meets the following criteria:

(A) Is organized and operating in the United States as a general corporation.

(B) Has total assets in excess of five hundred million dollars (\$500,000,000).

(C) Has debt other than commercial paper, if any, that is rated "A" or higher by an NRSRO.

(2) The entity meets the following criteria:

(A) Is organized within the United States as a special purpose corporation, trust, or limited liability company.

(B) Has programwide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond.

(C) Has commercial paper that is rated "A-1" or higher, or the equivalent, by an NRSRO.

Eligible commercial paper shall have a maximum maturity of 270 days or less. Local agencies, other than counties or a city and county, may invest no more than 25 percent of their moneys in eligible commercial paper. Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper of any single issuer. Counties or a city and county may invest in commercial paper pursuant to the concentration limits in subdivision (a) of Section 53635.

(i) Negotiable certificates of deposit issued by a nationally or

## GOVERNMENT CODE

state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section. For purposes of this section, negotiable certificates of deposit do not come within Article 2 (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. The legislative body of a local agency and the treasurer or other official of the local agency having legal custody of the moneys are prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the legislative body of the local agency, or a person with investment decisionmaking authority in the administrative office manager's office, budget office, auditor-controller's office, or treasurer's office of the local agency also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.

(j) (1) Investments in repurchase agreements or reverse repurchase agreements or securities lending agreements of securities authorized by this section, as long as the agreements are subject to this subdivision, including the delivery requirements specified in this section.

(2) Investments in repurchase agreements may be made, on an investment authorized in this section, when the term of the agreement does not exceed one year. The market value of securities that underlie a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day.

(3) Reverse repurchase agreements or securities lending agreements may be utilized only when all of the following conditions are met:

(A) The security to be sold using a reverse repurchase agreement or securities lending agreement has been owned and fully paid for by the local agency for a minimum of 30 days prior to sale.

(B) The total of all reverse repurchase agreements and securities lending agreements on investments owned by the local agency does not exceed 20 percent of the base value of the portfolio.

(C) The agreement does not exceed a term of 92 days, unless the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

(D) Funds obtained or funds within the pool of an equivalent amount to that obtained from selling a security to a counterparty using a reverse repurchase agreement or securities lending agreement shall not be used to purchase another security with a maturity longer than 92 days from the initial settlement date of the reverse repurchase agreement or securities lending agreement, unless the reverse repurchase agreement or securities lending agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

(4) (A) Investments in reverse repurchase agreements, securities lending

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agreements, or similar investments in which the local agency sells securities prior to purchase with a simultaneous agreement to repurchase the security may be made only upon prior approval of the governing body of the local agency and shall be made only with primary dealers of the Federal Reserve Bank of New York or with a nationally or state-chartered bank that has or has had a significant banking relationship with a local agency.

(B) For purposes of this chapter, "significant banking relationship" means any of the following activities of a bank:

(i) Involvement in the creation, sale, purchase, or retirement of a local agency's bonds, warrants, notes, or other evidence of indebtedness.

(ii) Financing of a local agency's activities.

(iii) Acceptance of a local agency's securities or funds as deposits.

(5) (A) "Repurchase agreement" means a purchase of securities by the local agency pursuant to an agreement by which the counterparty seller will repurchase the securities on or before a specified date and for a specified amount and the counterparty will deliver the underlying securities to the local agency by book entry, physical delivery, or by third-party custodial agreement. The transfer of underlying securities to the counterparty bank's customer book-entry account may be used for book-entry delivery.

(B) "Securities," for purposes of repurchase under this subdivision, means securities of the same issuer, description, issue date, and maturity.

(C) "Reverse repurchase agreement" means a sale of securities by the local agency pursuant to an agreement by which the local agency will repurchase the securities on or before a specified date and includes other comparable agreements.

(D) "Securities lending agreement" means an agreement under which a local agency agrees to transfer securities to a borrower who, in turn, agrees to provide collateral to the local agency. During the term of the agreement, both the securities and the collateral are held by a third party. At the conclusion of the agreement, the securities are transferred back to the local agency in return for the collateral.

(E) For purposes of this section, the base value of the local agency's pool portfolio shall be that dollar amount obtained by totaling all cash balances placed in the pool by all pool participants, excluding any amounts obtained through selling securities by way of reverse repurchase agreements, securities lending agreements, or other similar borrowing methods.

(F) For purposes of this section, the spread is the difference between the cost of funds obtained using the reverse repurchase agreement and the earnings obtained on the reinvestment of the funds.

(k) Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated "A" or better by an NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and may not exceed 30 percent of the agency's moneys that may be invested pursuant to this section.

(l) (i) Shares of beneficial interest issued by diversified management companies that invest in the securities and obligations as authorized by subdivisions (a) to (k), inclusive, and subdivisions (m) to (o), inclusive, and that comply with the investment restrictions of this article and Article 2 (commencing with Section 53630). However, notwithstanding these restrictions, a counterparty to a reverse repurchase agreement or securities lending agreement is not required to be a primary dealer of the Federal Reserve Bank of New York if the company's board of

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directors finds that the counterparty presents a minimal risk of default, and the value of the securities underlying a repurchase agreement or securities lending agreement may be 100 percent of the sales price if the securities are marked to market daily.

(2) Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.).

(3) If investment is in shares issued pursuant to paragraph (1), the company shall have met either of the following criteria:

(A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by subdivisions (a) to (k), inclusive, and subdivisions (m) to (o), inclusive, and with assets under management in excess of five hundred million dollars (\$500,000,000).

(4) If investment is in shares issued pursuant to paragraph (2), the company shall have met either of the following criteria:

(A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).

(5) The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include commission that the companies may charge and shall not exceed 20 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 10 percent of the agency's funds may be invested in shares of beneficial interest of any one mutual fund pursuant to paragraph (1).

(m) Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.

(n) Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.

(o) A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed

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certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by an NRSRO and rated in a rating category of "AA" or its equivalent or better by an NRSRO.

Purchase of securities authorized by this subdivision may not exceed 20 percent of the agency's surplus moneys that may be invested pursuant to this section.

(p) Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (o), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

(1) The adviser is registered or exempt from registration with the Securities and Exchange Commission.

(2) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (o), inclusive.

(3) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

53601.1. The authority of a local agency to invest funds pursuant to Section 53601 includes, in addition thereto, authority to invest in financial futures or financial option contracts in any of the investment categories enumerated in that section.

53601.2. As used in this article, "corporation" includes a limited liability company.

53601.5. The purchase by a local agency of any investment authorized pursuant to Section 53601 or 53601.1, not purchased directly from the issuer, shall be purchased either from an institution licensed by the state as a broker-dealer, as defined in Section 25004 of the Corporations Code, or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from a savings association or federal association (as defined by Section 5102 of the Financial Code) or from a brokerage firm designated as a primary government dealer by the Federal Reserve bank.

53601.6. (a) A local agency shall not invest any funds pursuant to this article or pursuant to Article 2 (commencing with Section 53630) in inverse floaters, range notes, or mortgage-derived, interest-only strips.

(b) A local agency shall not invest any funds pursuant to this article or pursuant to Article 2 (commencing with Section 53630) in any security that could result in zero interest accrual if held to maturity. However, a local agency may hold prohibited instruments until their maturity dates. The limitation in this subdivision shall not apply to local agency investments in shares of beneficial interest issued by diversified management companies registered under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.) that are authorized for investment pursuant to subdivision (1) of Section 53601.

53601.8. Notwithstanding Section 53601 or any other provision of this code, a local agency that has the authority under law to invest funds, at its



23801 Calabasas Road  
Suite 1015  
Calabasas, CA 91302  
818.704.0195  
Fax 818.704.4729

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**Green, de Bortnowsky & Quintanilla, LLP**

Attorneys at Law

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[www.gdqlaw.com](http://www.gdqlaw.com)

41-750 Rancho Las Palmas  
Drive  
Suite P-1  
Rancho Mirage, CA 92270  
760.770.0873  
Fax 760.770.1724

Direct E-mail Address:  
[squintanilla@gdqlaw.com](mailto:squintanilla@gdqlaw.com)

Reply to:  
Rancho Mirage Office

**PALM SPRINGS CEMETERY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING**

**ADMINISTRATIVE CALENDAR  
AGENDA REPORT**

**April 10, 2014**

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**TO: JAN PYE, PRESIDENT  
BOARD OF TRUSTEES**  
**FROM: STEVEN B. QUINTANILLA, GENERAL COUNSEL**  
**RE: INVESTMENT POLICY AND RELATED ACTIONS**

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**RECOMMENDATION**

That the Board of Trustees adopt the following:

1. Resolution authorizing the Board President and Secretary to execute any documents required for transferring the District's investment account to Union Banc;
2. Resolution designating Neal Wilson as the District's Financial Advisor and Union Banc as the District's Broker and approval of a Broker/Financial Advisor Professional Services Agreement, to be prepared by General Counsel;; and
3. Resolution approving the 2014 Investment Policy.

## **BACKGROUND**

### **Investment Policy**

Health and Safety Code Section 9065 provides that the Board of Trustees must create an Endowment Care Fund, the principal of which shall not be spent by the Board of Trustees. Further, Health and Safety Code Section 9066 provides that the Board of Trustees shall cause the ***principal*** of the Endowment Care Fund to be invested and reinvested in designated securities, obligations, certificates of deposits and other interest-bearing accounts.

In addition, Health and Safety Code Section 9065 provides that the Board of Trustees shall cause the ***income*** from the Endowment Care Fund to be deposited in an Endowment Income Fund and spent solely for the care of the cemeteries owned by the District. Health and Safety Code Section 9067 provides that the Board of Trustees may cause the funds deposited in the Endowment Income Fund that are not required for the immediate care of the District to be invested in the securities and obligations designated by Government Code Section 53601.

Moreover, Government Code Section 53601 authorizes the Board of Trustees to invest any portion of District funds contained in the District's Treasury that is not required for the immediate needs of the District in any manner that it deems wise or expedient pursuant to the applicable provisions contained in the Health and Safety Code or Government Code.

It is being recommended that the Board of Trustees adopt an Investment Policy that directs the District's designated Broker and/or Financial Advisor to safeguard the principal of all District funds under their control when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing District monies, and achieving a return on the funds under their control, without hindering the liquidity needs of the District.

The proposed Investment Policy provides that the person(s) or entities designated by the Board of Trustees to serve as the District's Financial Advisor and/or Broker authorized to make investment decisions on the investment of District funds on behalf of the District shall be a trustee and a fiduciary subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing the District's funds, the District's Broker and/or Financial Advisor shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public

funds, the primary objective of the District's Broker and/or Financial Advisor shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the District. The third objective shall be to achieve a return on the funds under the control of the District's Broker and/or Financial Advisor

The principal of the District's Endowment Care Fund may be invested and reinvested in those designated securities, obligations, certificates of deposits and other interest-bearing accounts, as set forth in Health and Safety Code Section 9066.

Any monies contained in any District sinking fund or District Treasury which are not required for the immediate needs of the District may be invested as the District's Broker and/or Financial Advisor deems are wise or expedient investments, pursuant to the terms and provisions set forth in Government Code Section 53601 and any other applicable laws.

No District funds, however, may be invested in inverse floaters, range notes, or mortgage-derived, interest-only strips, or any security that could result in zero interest accrual if held to maturity, or any other investments prohibited by law.

### **Designation of Broker and Financial Advisor**

One of the attached resolutions designates Neal B. Wilson who currently serves as Senior Financial Advisor with Union Banc Investment Services, which is a subsidiary of Union Bank, NA, as the Cemetery District's official Financial Advisor. The terms and conditions of his services and consideration will be set forth in a Professional Services Agreement. In addition, the resolution designates Union Banc Investments Services, LLC as the District's Broker authorized to buy and sell securities such as, but not limited to, stocks, bonds, mutual funds and certain other permissible products on behalf of the District subject to all applicable District, state and federal policies, laws, rules and regulations.

The resolution also authorizes the Board President, Trustees designated by the President, the District Manager and the District's General Legal Counsel to execute and deliver any and all documents necessary in order to consummate the transactions authorized by the resolution.

### **Authorized Signatories**

Finally, there is a resolution that authorizes Board Vice President Lenny Pepper and Board Treasurer George Stettler are hereby authorized to execute any and all necessary documents related to Union Banc Investment Services Account on behalf of the District, as long as they maintain their respective offices on the Board of Trustees.

The resolution also authorizes the Board President, any Trustees designated by the President, the District Manager and the District's Legal Counsel to execute and deliver any



and all documents necessary in order to consummate the transactions authorized in the resolution.

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