

PALM SPRINGS CEMETERY DISTRICT

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

Thursday, May 9, 2013 at 2:00 p.m.

31-705 Da Vall Drive, Cathedral City, California

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

1. CALL TO ORDER

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 April 11, 2013 Regular Meeting Minutes

b. Approval of April Expenditures

General Fund		\$ 77,197.18
April Reimburse Voucher 1400	\$ 35,012.42	
April Reimburse Voucher 1401	\$ 25,492.44	
Accumulative Capital Outlay		\$ 66,247.61
Prior Reimburse Vouchers	\$ 4,522.50	
April Reimburse Voucher 1394	\$ 3,450.00	
April Reimburse Voucher 1398	\$ 24,713.11	
April Reimburse Voucher 1403-1404	\$ 33,287.00	
April Reimburse Voucher 1407	\$ 275.00	

Total April 30, 2013 Expenditures Checks & Visa/Debit Card 19027-19066 & Direct Deposits (Payroll)	\$143,444.79
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c. Financial Reports as of April 30, 2013 (F-1 thru F-15)

6. ADMINISTRATIVE CALENDAR

- a. Well #4 Repairs – Update
- b. Discussion for Implementation of a PSCD Expense and Reimbursement Policy
- c. Discussion for Implementation of a PSCD Reserves Policy
- d. PSCD New Office Building/Public Restrooms – Update
- e. Review Board of Trustees General Provisions and Government & Trustee Duties and Responsibilities
- f. Review Investment Policy of the Palm Springs Cemetery District
- g. Employee Performance Evaluation – District Manager

7. LEGISLATIVE CALENDAR – None

8. BOARD DISCUSSION

9. PUBLIC HEARING CALENDAR – None

10. REPORTS

- a. Trustees
- b. Manager

11. FUTURE AGENDA ITEMS

- a. Discussion in 2013/2014 – Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums
- b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs
- c. Strategic Planning Study Session
- d. Demolition of Old Office and Apartment Buildings

12. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE – None

13. CLOSED SESSION ANNOUNCEMENT – None

14. ADJOURNMENT

THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M., Monday, May 6, 2013

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

DATE: April 11, 2013
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:

Lenny Pepper, Vice Chair
George Stettler, Treasurer
John Lea, Secretary
Jane Alcumbrac, Member

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

Motion was made by Trustee Pepper, seconded by Trustee Alcumbrac to excuse Trustee Pye who stated at the March meeting that was unable to attend due to a prior commitment. Motion carried, vote 5-0

Excused: Jan Pye, Chair

3. **PUBLIC COMMENTS** – None

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

5. **CONSENT CALENDAR** Motion was made by Trustee Pepper to approve the Consent Calendar as presented. Motion carried, roll call 4-0.

6. **ADMINISTRATIVE CALENDAR** a. **Ratification of District Manager Jurasky Approval to Well #2 Repairs and New 30 HP Submersible Motor** Following a discussion motion was made Trustee Lea, seconded by Trustee Stettler to ratify District Manager Jurasky approval of repairs to Well #2 and a new 30 HP submersible motor. Motion carried, roll call 4-0.

b. **Review for Discussion and Approval Proposal from South West Pump & Drilling** Following a discussion motion was made by Trustee Stettler, seconded by Trustee Lea to approve the proposal from South West Pump & Drilling in the amount of \$57,794.99 for repairs to Well #4. District Manager Jurasky was directed to contact Coachella Valley Water District to obtain water level history, and inquire about extending deeper in to the well. She was also directed to contact South West Pump & Drilling to obtain the additional depth recommended and cost. This information is to be reported to Trustee Pepper, and if the cost is reasonable he is directed to approve the expense. Motion carried, roll call 4-0.

c. **Review for Approval to Cancel PreNeed Contract in Default – A Murrillo Contact #C002463** Following a discussion motion District Manager Jurasky to send a certified letter to the last known address.

d. **PSCD New Office Building/Public Restrooms – Update** District Manager Jurasky reviewed the budget worksheet and updated the Board on the actual building status.

7. **LEGISLATIVE** - None

8. **BOARD DISCUSSION** - None

9. **PUBLIC HEARING CALENDAR** - None

10. **REPORTS** a. **Trustee Report** Trustee Lea reported on the CAPC annual conference held in Monterey, CA. Trustee Stettler reported that at the conference District Manager Jurasky was elected president of the association. The Trustees congratulated her.

b. **Manager Report** - District Manager Jurasky showed the board photos of different cremation interment options, and discussion with the Board the possibility of implementing one of the options. District Manager was directed to investigate the option further and bring it back to the board.

District Manager Jurasky gave a presentation of the new administration building interior surface treatments the board .

11. **FUTURE AGENDA ITEMS** a. **Discussion in 2012/2013 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. **Demolition of Old Office and Apartment Buildings** No action taken

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

13. **CLOSED SESSION ANNOUNCEMENTS** – None

14. **ADJOURNMENT** Meeting was adjourned by a motion made by Trustee Stettler, seconded by Trustee Lea at 2:55 P.M. Motion carried, vote 4-0. The next regular board meeting is scheduled for 2:00 P.M., Thursday, May 9, 2013.

DATE: _____

John M. Lea, Secretary

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal - General Fund
For the Period From Apr 1, 2013 to Apr 30, 2013

Date	Check #	Line Description	Debit Amount	Credit Amount
4/1/13	19027	April 2013 PSCD Health Insurance Expense April 2013 Employees Portion Health Insurance P.E.R.S.	5,549.63 685.15	6,234.78
4/1/13	19028	April 2013 PSCD Dental Insurance Expense STANDARD INSURANCE COMPANY RB	369.20	369.20
4/1/13	19029	April 2013 PSCD Life Insurance Expense STANDARD INSURANCE COMPANY RQ	85.05	85.05
4/1/13	19030	April 2013 Trash Service BURRTEC WASTE & RECYCLING SVCS	313.83	313.83
4/1/13	19031	PSCD Web Site Additions: Invoice 00009971 KAMINSKY PRODUCTIONS	575.00	575.00
4/1/13	19032	Sun city Residential Advertising: Invoice 08-40364 MARCOA Publishing, Inc	648.00	648.00
4/11/13	19033	void**void**		
4/11/13	19034	PSCD April 2013 Vision Insurance Expense SAFEGUARD DENTAL & VISION	60.98	60.98
4/11/13	19035	WMC Usage DESERT WATER AGENCY	348.55	348.55
4/11/13	19036	Pest Control WESTERN EXTERMINATOR	59.50	59.50
4/11/13	19037	1 M Monthly Charge for Well # 2: Invoice INV000 1 M Monthly charge for Office: Invoice INV00019 SKY RIVER COMMUNICATIONS INC	138.00 138.00	276.00
4/11/13	19038	Office Window Cleaning: Invoice 2618-12653 FISH WINDOW CLEANING	23.00	23.00
4/11/13	19039	March 2013 Janitorial Service NOE B SALCEDO	250.00	250.00
4/11/13	19040	Sales Tax 1/01/2013 to 3/31/13 STATE BOARD OF EQUALIZATION	1,028.00	1,028.00
4/11/13	19041	Fuel tank, Cap, Valve, Cap Valve: Invoice 13473 JIMMY'S EQUIPMENT	214.72	214.72
4/11/13	19042	Copier Monthly Charge: Invoice AR110486 DESERT BUSINESS MACHINES	43.52	43.52
4/11/13	19043	March 2013 Contract Maintenance: Invoice 00052 KIRKPATRICK LANDSCAPING SERVICES IN	14,550.00	14,550.00
4/11/13	19044	Liabilitiy Insuranance 2012-2013 -Club Car Golf C SPECIAL DISTRICT RISK MANAGEMENT AU	41.80	41.80
4/11/13	19045	March 2013 Charges - New Admin Building Proje MICHAEL E. FONTANA	4,522.50	4,522.50

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal - General Fund
For the Period From Apr 1, 2013 to Apr 30, 2013

Date	Check #	Line Description	Debit Amount	Credit Amount
4/11/13	19046	Water Connection - New Admin Building: Project COACHELLA VALLEY WATER DIST	25,702.00	25,702.00
4/12/13	19047	Well Replenishment COACHELLA VALLEY WATER DIST	1,499.53	1,499.53
4/12/13	19048	Standing Loss Project: Invoice J004093 (Gas Tan WESTERN PUMP	3,450.00	3,450.00
4/15/13	19049	K Jurasky - Reimbursement for 20th Aniversery KATHLEEN JURASKY	300.00	300.00
4/15/13	19050	(1) Fuel Hose, (1) Fuel Filter, (1) Spark Plug, (1) Q JIMMY'S EQUIPMENT	92.44	92.44
4/15/13	19051	Water Cooler Lease 4-1 to 4/30/13: Invoice AR110 DESERT BUSINESS MACHINES	58.32	58.32
4/15/13	19052	Yellow Pages SUPERMEDIA LLC	180.60	180.60
4/16/13	19053	Phone Charges VERIZON COMMUNICATIONS	322.77	322.77
4/16/13	19054	Domestic Usage COACHELLA VALLEY WATER DIST	38.04	38.04
4/16/13	19055	Irrigation System Repairs: Invoice 6141252 EWING IRRIGATION PRODUCTS, INC	18.99	18.99
4/17/13	19057	(6) 2013 "Guide to Public Cemetery Operations" (1) Disk CAPC	210.00 20.00	230.00
4/19/13	19058	Grading/Obser./Testing: Invoice 042086 EARTH SYSTEMS SOUTHWEST	7,585.00	7,585.00
4/19/13	19059	Well # 2 30HP Pump Project: Invoice 1303-038 SOUTH WEST PUMP & DRILLING	24,713.11	24,713.11
4/22/13	19060	(12) Gold Crem Vaults: Invoice 40427 (12) White Crem Vaults (18) Niche Bud Vase(Plastic) (12) Trion Gray Metal Vases (12) Raised Spartan Vases Freight ASCO PACIFIC, INC.	651.00 651.00 90.90 321.00 321.00 158.96	2,193.86
4/22/13	19061	Irrigation System Repairs: Invoice 6153922 EWING IRRIGATION PRODUCTS, INC	23.42	23.42
4/22/13	19062	(4) # 5 Vaults: Invoice 39506 (8) # 5 Liners LEGRAND WILBERT, LLC	700.00 1,032.00	1,732.00
4/22/13	19063	(2) Single Replacement Sunset Beige Shutters: Inv (2) Double Replacement Sunset Beige Shutters	70.00 140.00	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal - General Fund
For the Period From Apr 1, 2013 to Apr 30, 2013

Date	Check #	Line Description	Debit Amount	Credit Amount
		Freight & Sales Tax C & L CONSTRUCTION	113.99	323.99
4/22/13	19064	Courier Service: Invoice 2390169 GOLDEN STATE OVERNIGHT	89.29	89.29
4/22/13	19065	Gate Service Call: Invoice 48063 PATTON ENTERPRISES, INC	125.00	125.00
4/22/13	19066	Plant #2 Well # 2 Plant # 1 WMC Da Vall Gate Well # 4 Late Charge SOUTHERN CALIF EDISON CO	245.66 1,358.55 280.12 24.92 167.06 2,344.95 42.68	4,463.94
4/29/13	19067	J. Reyna - April 2013 PSCD Retirement Expense FRANKLIN - TEMPLETON	219.96	219.96
4/29/13	19068	J Madrigal - April 2013 PSCD Retirement Expens FRANKLIN - TEMPLETON	330.19	330.19
4/29/13	19069	J Burnett - April 2013 PSCD Retirement Expense FRANKLIN - TEMPLETON	203.84	203.84
4/29/13	19070	R Clark - April 2013 PSCD Retirement Expense OPPENHEIMER FUNDS SERVICES	214.03	214.03
4/29/13	19071	K Jurasky - April 2013 Retirement Contribution K Jurasky - April 2013 PSCD Retirement Expense OPPENHEIMER FUNDS SERVICES	1,692.32 402.45	2,094.77
4/30/13	19072	K Jurasky - Extra Medical Insurance Thru April COLONIAL LIFE	815.12	815.12
4/30/13	19073	Ground Supervisor & Office Cell Phone Charges SPRINT	79.25	79.25
4/30/13	19074	VPN Service 3/1 to 3/31/13: Invoice 9990107000-13 RIVERSIDE COUNTY INFOMATION TECHNO	17.70	17.70
4/30/13	19075	Removal of Olive Tree in Way of Concrete Golf pa MACARIO'S TREE SERVICE TEAM INC	275.00	275.00
4/1/13	DEBIT KJ	Well of the Desert Auction - Hoover Vacuum Clea COMPANY DEBIT CARD	150.00	150.00
4/12/13	DEBIT KJ	Office Candy (Target) COMPANY DEBIT CARD	47.74	47.74
4/16/13	DEBIT KJ	Certified Postage - AP Postal COMPANY DEBIT CARD	6.11	6.11
4/22/13	DEBIT KJ	CSDA:Legislative Days (AirLine Ticket) COMPANY DEBIT CARD	197.30	197.30

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal - General Fund
For the Period From Apr 1, 2013 to Apr 30, 2013

Date	Check #	Line Description	Debit Amount	Credit Amount
4/23/13	DEBIT KJ	Jesse Madrigal 20th Anniversary Lunch (Emperor COMPANY DEBIT CARD	36.75	36.75
4/3/13	DEBIT R	United Airlines Bagage Check Fee CAPC Annual COMPANY DEBIT CARD	25.00	25.00
4/4/13	DEBIT R	R Clark CAPC Annual Conference Food at San Fr COMPANY DEBIT CARD	18.17	18.17
4/7/13	DEBIT R	R Clark CAPC Annual Conference Food at San Fr COMPANY DEBIT CARD	18.61	18.61
4/7/13	DEBIT R	Rental Car Gas CAPC Annual (Union 76) COMPANY DEBIT CARD	29.80	29.80
4/7/13	DEBIT R	Hertz at San Francisco Airport to CAPC Annual i COMPANY DEBIT CARD	209.21	209.21
4/7/13	DEBIT R	R Clark Bagage Check Return from CAPC Annua COMPANY DEBIT CARD	25.00	25.00
4/7/13	DEBIT R	R Clark Embassy Suites - CAPC Conference COMPANY DEBIT CARD	490.05	490.05
4/6/13	EDD TAX	SIT P/R 3/21 to 4/3/13 Paid 4/6/13 SDI P/R 3/21 TO 4/3/13 PAID 4/6/13 EMPLOYMENT DEVELOPMENT DEPT	179.34 98.32	277.66
4/19/13	EDD TAX	SIT P/R 4/4 to 4/17/13 Paid 4/19/13 SDI P/R 4/4 to 4/17/13 Paid 4/19/13 EMPLOYMENT DEVELOPMENT DEPT	174.34 109.85	284.19
4/19/13	EDD TAX	CA Edu & Training P/R 4/4 to 4/17/13 Paid 4/19/1 SUI P/R 4/4 to 4/17/13 Paid 4/19/13 EMPLOYMENT DEVELOPMENT DEPT	0.96 34.58	35.54
4/6/13	EXPRESS	FIT P/R 3/21 to 4/03/13 Paid 4/6/13 Social Security P/R 3/21 to 4/03/13 paid 4/6/13 Medicare P/R 3/21 to 4/03/13 Paid 4/6/13 BANK OF AMERICA	835.87 1,219.20 285.13	2,340.20
4/19/13	EXPRESS	FIT P/R 4/4 to 4/17/13 Paid 4/19/13 Social Security P/R 4/4 to 4/17/13 Paid 4/19/13 Medicare P/R 4/4 to 4/17/13 Paid 4/19/13 BANK OF AMERICA	818.83 1,362.32 318.62	2,499.77
4/6/13	FEES	P/R Processing Fee P/R 3/210 to 4/03/13 Paid 4/6/1 CBIZ PAYROLL	55.41	55.41
4/19/13	FEES	P/R Processing P/R 4/04 to 4/17/13 Paid 4/19/13 CBIZ PAYROLL	75.34	75.34
4/11/13	TRANS 2	To Record Transfer in error to Reserve Account PALM SPRINGS CEMETERY DISTRICT	15,000.00	15,000.00
	Total		128,858.44	128,858.44

PALM SPRINGS CEMETERY DIST
Payroll Disbursement Journal-General Fund
For the Period From Apr 1, 2013 to Apr 30, 2013

Date	Reference	Employee	Amount
4/6/13	2316	KATHLEEN JURASKY	1,458.46
4/6/13	2317	JESSE B. MADRIGAL	1,666.54
4/6/13	2318	JESSE B. MADRIGAL	256.89
4/6/13	2319	JANET M. BURNETT	1,123.79
4/6/13	2320	ROGER L. CLARK	1,295.60
4/6/13	2321	JUAN F. REYNA	1,296.26
4/19/13	19056	BIANCA FELIX	277.70
4/19/13	2328	KATHLEEN JURASKY	1,458.46
4/19/13	2329	KATHLEEN JURASKY	400.00
4/19/13	2330	JESSE B. MADRIGAL	1,321.08
4/19/13	2331	JESSE B. MADRIGAL	137.61
4/19/13	2332	JANET M. BURNETT	1,123.77
4/19/13	2333	ROGER L. CLARK	1,295.61
4/19/13	2334	BIANCA FELIX	234.32
4/19/13	2335	JUAN F. REYNA	874.86
4/19/13	2336	JANE ALCUMBRAC	91.35
4/19/13	2337	JOHN M. LEA	91.35
4/19/13	2338	LENNY PEPPER	91.35
4/19/13	2339	GEORGE STETTLER	91.35
		4/1/13 thru 4/30/13	14,586.35

GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP April 2013

Cash Disbursement Journal (Includes ACO listed below)	128,858.44
Payroll Disbursement Journal	14,586.35
TOTAL PSCD DISBURSEMENTS	<u>143,444.79</u>

TOTAL GENERAL FUND EXPENDITURES	<u>77,197.18</u>
Payment Voucher # 1400	35,012.42
Payment Voucher # 1401	25,492.44
	60,504.86

ACO DISBURSEMENTS

1 Michael Fontana New Building Project Manager	ck 19045	4,522.50
2 Coachella Valley Water Dist Connection Fee - New Adm Building	xk 19046	25,702.00
3 Western Pump Gas Tank Painting Project	ck 19048	3,450.00
4 Earth Systems Southwest Grading/Obser./Testing -New Admin Building	ck 19058	7,585.00
5 South West Pump 7 Drilling Well # 2 30hp Pump Project	ck 19059	24,713.11
6 Macario's Tree Service Team, Inc Olive Tree Removal -New Admin Building Project	ck 19075	275.00
TOTAL ACO EXPENDITURES		<u>66,247.61</u>

- 1 ACO PV 1333 /1336 (Jan 2012, Feb 2012)
- 2 ACO PV 1404 (April 11, 2013)
- 3 ACO PV 1394 (Feb 27,2013)
- 4 ACO PV 1403 (April 7,2013)
- 5 ACO PV 1398 (March 22 ,2013)
- 6 ACP PV 1407 (April 24, 2013)

TOTAL April 2013 DISBURSEMENTS	<u>143,444.79</u>
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PALM SPRINGS CEMETERY DISTRICT

April 30, 2013

SITE SALES & INTERMENTS

	Prior Months		April		2013 YTD Totals		April 2012 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	79	0	11	0	90	0	59	0
Adult, A&B	57	0	2	0	59	0	60	0
Premium	29	0	3	0	32	0	57	3
Children	3	0	0	0	3	0	2	0
Cremation	13	4	0	0	13	4	7	6
Niche	15	0	0	0	15	0	18	0
Memorial Wall	0	0	1	0	1	0	2	0
TOTALS	196	4	17	0	213	4	205	9

LOT REPURCHASES

	Prior Months		April		YTD 2013		YTD April 2012	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	12	0	0	0	12	0	9	3
Cremation	0	0	0	0	0	0	1	0
Niche	2	0	1	0	3	0	4	0
		0	1					
TOTALS	14	0	2	0	15	0	14	3

INTERMENTS (Includes Saturday & Sunday)

	Prior Months		April		2013 YTD Totals		YTD April 2012 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	140	2	17	0	157	2	155	1
Children	3	0	0	0	3	0	5	0
Cremation	41	1	1	0	42	1	25	4
Niche	0	0	0	0	0	0	16	0
TOTALS	184	3	18	0	202	3	201	5

SATURDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	8	0	2	0	10	0	10	1
Child	0	0	0	0	0	0	1	0
Cremation	2	0	0	0	2	0	6	1
TOTALS	10	0	2	0	12	0	17	2

SUNDAY INTERMENTS

	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	8	0	0	0	8	0	9	0
Child	0	0	0	0	0	0	0	0
Cremation	2	1	0	0	2	1	0	0
TOTALS	10	1	0	0	10	1	9	0

**PALM SPRINGS CEMETERY DIST
GENERAL FUND TRIAL BALANCE
AS OF APRIL 30, 2013**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
ASSETS:			
10002	CASH ON HAND - COUNTY	34,618.79	
10003	PETTY CASH	900.00	
10004	CASH IN BANK - CHECKING	192,862.93	
10005	CSH/HND-CNTY-RESTRICTED	14,400.00	
10008	CASH CLEARING ACCOUNT	213.20	
10009	CASH IN BANK - RESERVE CHECKN	902,361.07	
10015	ACO PURCHASES RECEIVABLE		1,132,264.60
10016	SECURITY DEPOSITS	130.50	
11025	DUE FROM PRENEED	4,910.27	
14010	PREPAID INSURANCE	2,357.52	
14011	PREPAID W/C INSURANCE	1,201.32	
	ASSETS:	1,153,955.60	1,132,264.60
 LIABILITIES:			
20101	REVOLVING FUND/IMPREST CASH		14,400.00
20102	SALES TAX PAYABLE		288.35
20109	LEASE DEPOSIT - PREPAID		9,270.00
20111	EMPLOYEES INSURANCE PAYABLE		2,162.24
20220	ACCRUED EMPLOYEE PAYROLL		1,903.20
20221	ACCRUED VACATION PAYABLE		7,909.30
20226	STATE DISABILITY INS PAYABLE	.18	
27400	OPEB BENIFIT LIABILITY:GASB45		272,839.22
	LIABILITIES:	.18	308,772.31
 EQUITY:			
39004	BEGINNING BALANCE EQUITY		180,070.95
39005	RETAINED EARNINGS	402,524.93	
	TOTAL EQUITY:	402,524.93	180,070.95
 REVENUE:			
40001	OPEN AND CLOSE		219,294.60
40201	MISC SPECIAL SET-UP		400.00
40202	RETURNED CHECK BANK CHARGE		25.00
40203	INTEREST RECEIVED		7.78
40204	LAND LEASE		46,350.00
40205	MISC INCOME		2,931.00
40205CC	CREDIT CARD CONVEN FEE		2,451.52
40205SAT	SAT INTERMENT SURCHARGE		9,400.00
40205SUN	SUN INTERMENT SURCHARGE		8,750.00
40206	TAX COLLECTIONS		148,671.02
40207	VAULTS		11,965.00
40207-EX LG CRE	EX LG CREMATION VAULTS		2,390.00
40208	LINERS		13,055.00
40209	GRAVE VASES		6,353.90
40210	MEMORIAL WALL INCOME		400.00
40211	ENR SURCHARGE		27,550.00
40212	LOT TRANSFERS		1,260.00
40213	COUNTY INTEREST INCOME		111.54
40216	HANDLING FEE		73,020.00
40217	PRENEED CONTRACT SERVICE CHC		6,300.00
40218	VASE/HDSTN SET & CLEAN		31,635.00
95000	RESERVES TRANSFERRED IN		900,000.00
	REVENUE:		1,512,321.36

**PALM SPRINGS CEMETERY DIST
GENERAL FUND TRIAL BALANCE
AS OF APRIL 30, 2013**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
EXPENSES:			
60101	REGULAR SALARIES	210,408.99	
60102	TRUSTEE FEES	5,200.00	
61101	TEMPORARY HELP	4,752.37	
71101	RETIREMENT/PENSION	14,426.00	
71201	FICA	13,559.76	
71202	MEDICARE	3,171.12	
72301	EMPLOYEE GROUP INSURANCE	58,805.37	
72601	UNEMPLOYMENT INSURANCE	1,683.70	
73101	WORKERS COMP INSURANCE	6,000.68	
81111	ELECTRICITY	44,443.54	
81112	TELEPHONE	4,936.59	
81113	WATER	28,222.25	
83308	COMMUNITY OUTREACH	1,290.00	
83309	VISA-MASTER CHG FEES	3,747.44	
83311	COUNTY SERVICE CHARGE	492.60	
83312	EDUCATION	250.00	
83313	GENERAL INSURANCE	11,829.50	
83314	LEGAL	2,703.01	
83315	LOT REPURCHASE	6,895.00	
83316	OFFICE EXPENSE	15,219.12	
83317	TRAVEL & CONVENTION	12,668.77	
83318	UNIFORMS & SAFETY EQUIPMENT	315.27	
83319	MTG EXP & SUPPLIES	877.86	
83321	AUDIT	13,265.00	
83323	ADVERTISING/PUBLICITY	4,259.50	
84410	AUTO TRUCK EXPENSE	507.48	
84411	LARGE EQUIPMENT REPAIRS	423.66	
84412	EQUIPMENT REPAIRS	92.44	
84413	IRRIGATION SYSTEM REPAIRS	4,509.72	
84414	FERTILIZER AND SEED	11,411.21	
84415	GASOLINE, OIL, TIRES	5,449.18	
84416	PLANT & BUILDING	18,786.71	
84418	TOOLS & SUPPLIES	1,287.94	
84419	GRAVE LINERS & VAULTS	25,891.54	
84420	GRAVE VASES	2,673.08	
84422	CONTRACT TREE/GARDEN MAINTN	133,672.26	
84423	CONTRACT BURIALS	1,350.00	
84424	SECURITY CAMERA EXPENSE	1,469.85	
96000	REVENUE TRANSFER OUT	900,000.00	
	EXPENSES:	1,576,948.51	
REPORT TOTALS		3,133,429.22	3,133,429.22

**PALM SPRINGS CEMETERY DIST
BALANCE SHEET
APRIL 30, 2013**

ASSETS

ASSETS

CASH ON HAND - COUNTY	34,618.79	
PETTY CASH	900.00	
CASH IN BANK - CHECKING	192,862.93	
CSH/HND-CNTY-RESTRICTED	14,400.00	
CASH CLEARING ACCOUNT	213.20	
CASH IN BANK - RESERVE CHECKNG	902,361.07	
ACO PURCHASES RECEIVABLE	(1,132,264.60)	
SECURITY DEPOSITS	130.50	
DUE FROM PRENEED	4,910.27	
PREPAID INSURANCE	2,357.52	
PREPAID W/C INSURANCE	1,201.32	
 TOTAL ASSETS		 21,691.00
 TOTAL ASSETS		 21,691.00

LIABILITIES AND EQUITY

LIABILITIES

REVOLVING FUND/IMPREST CASH	14,400.00	
SALES TAX PAYABLE	288.35	
LEASE DEPOSIT - PREPAID	9,270.00	
EMPLOYEES INSURANCE PAYABLE	2,162.24	
ACCRUED EMPLOYEE PAYROLL	1,903.20	
ACCRUED VACATION PAYABLE	7,909.30	
STATE DISABILITY INS PAYABLE	(0.18)	
OPEB BENEFIT LIABILITY: GASB45	272,839.22	
TOTAL LIABILITIES		308,772.13
 TOTAL LIABILITIES		 308,772.13

EQUITY

BEGINNING BALANCE EQUITY	180,070.95	
RETAINED EARNINGS	(402,524.93)	
NET INCOME	(64,627.15)	
TOTAL EQUITY		(287,081.13)
 TOTAL LIABILITIES AND EQUITY		 21,691.00

**PALM SPRINGS CEMETERY DIST
INCOME STATEMENT - GENERAL FUND
FOR THE TEN MONTHS ENDING APRIL 30, 2013**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
OPEN AND CLOSE	19,309.60	13,950.00	5,359.60	219,294.60	202,158.50	17,136.10
MISC SPECIAL SET-UP	200.00	400.00	(200.00)	400.00	1,900.00	(1,500.00)
RETURNED CHECK BANK CHARGE	0.00	0.00	0.00	25.00	0.00	25.00
INTEREST RECEIVED	0.00	2.64	(2.64)	7.78	16.59	(8.81)
LAND LEASE	4,635.00	4,635.00	0.00	46,350.00	46,350.00	0.00
MISC INCOME	0.00	0.00	0.00	2,931.00	0.00	2,931.00
CREDIT CARD CONVEN FEE	160.96	264.22	(103.26)	2,451.52	2,215.70	235.82
SAT INTERMENT SURCHARGE	1,700.00	0.00	1,700.00	9,400.00	11,350.00	(1,950.00)
SUN INTERMENT SURCHARGE	0.00	0.00	0.00	8,750.00	7,650.00	1,100.00
TAX COLLECTIONS	11,845.43	21,049.29	(9,203.86)	148,671.02	139,133.73	9,537.29
VAULTS	1,330.00	1,085.00	245.00	11,965.00	11,155.00	810.00
EX LG CREMATION VAULTS	0.00	170.00	(170.00)	2,390.00	2,550.00	(160.00)
LINERS	1,080.00	595.00	485.00	13,055.00	11,295.00	1,760.00
GRAVE VASES	866.90	680.00	186.90	6,353.90	5,072.05	1,281.85
MEMORIAL WALL INCOME	200.00	0.00	200.00	400.00	400.00	0.00
ENR SURCHARGE	3,250.00	600.00	2,650.00	27,550.00	25,500.00	2,050.00
LOT TRANSFERS	180.00	900.00	(720.00)	1,260.00	4,205.00	(2,945.00)
COUNTY INTEREST INCOME	11.37	26.37	(15.00)	111.54	168.67	(57.13)
HANDLING FEE	6,540.00	4,720.00	1,820.00	73,020.00	68,120.00	4,900.00
PREPARED CONTRACT SERVICE CHG	700.00	300.00	400.00	6,300.00	3,825.00	2,475.00
VASE/HDSTN SET & CLEAN	3,525.00	3,575.00	(50.00)	31,635.00	29,420.00	2,215.00
TOTAL REVENUE	55,534.26	52,952.52	2,581.74	612,321.36	572,485.24	39,836.12
	55,534.26	52,952.52	2,581.74	612,321.36	572,485.24	39,836.12
EXPENSES						
REGULAR SALARIES	20,016.32	20,149.66	(133.34)	210,408.99	221,098.79	(10,689.80)
TRUSTEE FEES	400.00	300.00	100.00	5,200.00	4,000.00	1,200.00
TEMPORARY HELP	560.50	0.00	560.50	4,752.37	1,716.00	3,036.37
RETIREMENT/PENSION	1,370.47	2,726.90	(1,356.43)	14,426.00	15,133.00	(707.00)
FICA	1,290.76	1,262.98	27.78	13,559.76	13,959.59	(399.83)
MEDICARE	301.87	295.37	6.50	3,171.12	3,264.73	(93.61)
EMPLOYEE GROUP INSURANCE	6,064.86	5,756.11	308.75	58,805.37	55,099.96	3,705.41
UNEMPLOYMENT INSURANCE	35.54	12.30	23.24	1,683.70	1,689.97	(6.27)
WORKERS COMP INSURANCE	600.68	549.00	51.68	6,000.68	6,322.44	(321.76)
ELECTRICITY	4,421.26	3,448.56	972.70	44,443.54	39,734.03	4,709.51
TELEPHONE	402.02	537.89	(135.87)	4,936.59	4,522.26	414.33
WATER	1,886.12	1,721.12	165.00	28,222.25	26,178.89	2,043.36
COMMUNITY OUTREACH	0.00	55.00	(55.00)	1,290.00	1,315.00	(25.00)
VISA-MASTER CHG FEES	395.07	653.75	(258.68)	3,747.44	3,742.98	4.46
COUNTY SERVICE CHARGE	17.70	17.90	(0.20)	492.60	625.16	(132.56)
EDUCATION	0.00	0.00	0.00	250.00	373.23	(123.23)
GENERAL INSURANCE	1,220.57	1,073.18	147.39	11,829.50	10,731.86	1,097.64
LEGAL	0.00	252.00	(252.00)	2,703.01	2,806.76	(103.75)
LOT REPURCHASE	0.00	1,885.00	(1,885.00)	6,895.00	11,240.00	(4,345.00)
OFFICE EXPENSE	1,296.16	846.96	449.20	15,219.12	14,432.61	786.51
TRAVEL & CONVENTION	1,013.14	659.23	353.91	12,668.77	12,011.96	656.81
UNIFORMS & SAFETY EQUIPMENT	0.00	0.00	0.00	315.27	79.39	235.88
MTG EXP & SUPPLIES	0.00	13.01	(13.01)	877.86	360.11	517.75
AUDIT	0.00	0.00	0.00	13,265.00	10,500.00	2,765.00
ADVERTISING/PUBLICITY	1,403.60	177.95	1,225.65	4,259.50	2,372.20	1,887.30
AUTO TRUCK EXPENSE	0.00	0.00	0.00	507.48	1,049.60	(542.12)
LARGE EQUIPMENT REPAIRS	0.00	188.25	(188.25)	423.66	1,049.27	(625.61)
EQUIPMENT REPAIRS	92.44	0.00	92.44	92.44	348.41	(255.97)
IRRIGATION SYSTEM REPAIRS	42.41	379.80	(337.39)	4,509.72	6,262.81	(1,753.09)
FERTILIZER AND SEED	0.00	0.00	0.00	11,411.21	7,083.11	4,328.10
GASOLINE, OIL, TIRES	0.00	0.00	0.00	5,449.18	5,863.52	(414.34)
PLANT & BUILDING	1,210.32	1,079.39	130.93	18,786.71	20,478.33	(1,691.62)
TOOLS & SUPPLIES	214.72	0.00	214.72	1,287.94	74.27	1,213.67
GRAVE LINERS & VAULTS	3,192.96	3,298.00	(105.04)	25,891.54	22,386.18	3,505.36
GRAVE VASES	732.90	0.00	732.90	2,673.08	4,495.41	(1,822.33)
CONTRACT TREE/GARDEN MAINTNCE	14,550.00	14,550.00	0.00	133,672.26	130,891.28	2,780.98
CONTRACT BURIALS	0.00	450.00	(450.00)	1,350.00	8,100.00	(6,750.00)
SECURITY CAMERA EXPENSE	0.00	266.20	(266.20)	1,469.85	1,157.20	312.65
TOTAL EXPENSES	(62,732.39)	(62,605.51)	(126.88)	(676,948.51)	(672,550.31)	(4,398.20)
NET INCOME FROM OPERATIONS	(7,198.13)	(9,652.99)	2,454.86	(64,627.15)	(100,065.07)	35,437.92
OTHER INCOME & EXPENSE						
RESERVES TRANSFERRED IN	(900,000.00)	0.00	(900,000.00)	(900,000.00)	0.00	(900,000.00)
REVENUE TRANSFER OUT	900,000.00	0.00	900,000.00	900,000.00	0.00	900,000.00
TOTAL OTHER INCOME & EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
NET INCOME (LOSS)	(7,198.13)	(9,652.99)	2,454.86	(64,627.15)	(100,065.07)	35,437.92

PALM SPRINGS CEMETERY DIST
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND
FOR THE TEN MONTHS ENDING APRIL 30, 2013

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
REVENUES						
OPEN AND CLOSE	19,309.60	18,300.00	1,009.60	219,294.60	219,600.00	(305.40)
MISC SPECIAL SET-UP	200.00	166.66	33.34	400.00	2,000.00	(1,600.00)
RETURNED CHECK BANK CHARGE	0.00	4.16	(4.16)	25.00	50.00	(25.00)
INTEREST RECEIVED	0.00	1.58	(1.58)	7.78	20.00	(12.22)
LAND LEASE	4,635.00	4,635.00	0.00	46,350.00	55,620.00	(9,270.00)
MISC INCOME	0.00	0.00	0.00	2,931.00	0.00	2,931.00
CREDIT CARD CONVEN FEE	160.96	312.50	(151.54)	2,451.52	3,750.00	(1,298.48)
SAT INTERMENT SURCHARGE	1,700.00	1,029.16	670.84	9,400.00	12,350.00	(2,950.00)
SUN INTERMENT SURCHARGE	0.00	666.66	(666.66)	8,750.00	8,000.00	750.00
TAX COLLECTIONS	11,845.43	17,554.08	(5,708.65)	148,671.02	210,649.00	(61,977.98)
VAULTS	1,330.00	1,480.00	(150.00)	11,965.00	17,760.00	(5,795.00)
EX LG CREMATION VAULTS	0.00	0.00	0.00	2,390.00	0.00	2,390.00
LINERS	1,080.00	1,094.16	(14.16)	13,055.00	13,130.00	(75.00)
GRAVE VASES	866.90	399.58	467.32	6,353.90	4,795.00	1,558.90
MEMORIAL WALL INCOME	200.00	25.00	175.00	400.00	300.00	100.00
ENR SURCHARGE	3,250.00	2,408.33	841.67	27,550.00	28,900.00	(1,350.00)
LOT TRANSFERS	180.00	172.50	7.50	1,260.00	2,070.00	(810.00)
COUNTY INTEREST INCOME	11.37	16.66	(5.29)	111.54	200.00	(88.46)
HANDLING FEE	6,540.00	6,412.50	127.50	73,020.00	76,950.00	(3,930.00)
PRENEED CONTRACT SERVICE CHG	700.00	358.33	341.67	6,300.00	4,300.00	2,000.00
VASE/HDSTN SET & CLEAN	3,525.00	2,880.00	645.00	31,635.00	34,560.00	(2,925.00)
NICHE SHUTTER CLEAN-REPAINT	0.00	16.66	(16.66)	0.00	200.00	(200.00)
TOTAL REVENUES	55,534.26	57,933.52	(2,399.26)	612,321.36	695,204.00	(82,882.64)
	55,534.26	57,933.52	(2,399.26)	612,321.36	695,204.00	(82,882.64)
EXPENSES						
REGULAR SALARIES	20,016.32	22,262.50	(2,246.18)	210,408.99	267,150.00	(56,741.01)
TRUSTEE FEES	400.00	625.00	(225.00)	5,200.00	7,500.00	(2,300.00)
TEMPORARY HELP	560.50	125.00	435.50	4,752.37	1,500.00	3,252.37
RETIREMENT/PENSION	1,370.47	1,558.41	(187.94)	14,426.00	18,701.00	(4,275.00)
FICA	1,290.76	1,419.08	(128.32)	13,559.76	17,029.00	(3,469.24)
MEDICARE	301.87	331.83	(29.96)	3,171.12	3,982.00	(810.88)
EMPLOYEE GROUP INSURANCE	6,064.86	6,627.25	(562.39)	58,805.37	79,527.00	(20,721.63)
UNEMPLOYMENT INSURANCE	35.54	159.41	(123.87)	1,683.70	1,913.00	(229.30)
WORKERS COMP INSURANCE	600.68	600.16	0.52	6,000.68	7,202.00	(1,201.32)
ELECTRICITY	4,421.26	4,684.33	(263.07)	44,443.54	56,212.00	(11,768.46)
TELEPHONE	402.02	491.66	(89.64)	4,936.59	5,900.00	(963.41)
WATER	1,886.12	2,741.25	(855.13)	28,222.25	32,895.00	(4,672.75)
COMMUNITY OUTREACH	0.00	166.66	(166.66)	1,290.00	2,000.00	(710.00)
VISA-MASTER CHG FEES	395.07	375.00	20.07	3,747.44	4,500.00	(752.56)
RETURNED CHECK	0.00	4.16	(4.16)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	17.70	66.66	(48.96)	492.60	800.00	(307.40)
EDUCATION	0.00	16.66	(16.66)	250.00	200.00	50.00
GENERAL INSURANCE	1,220.57	1,204.50	16.07	11,829.50	14,454.00	(2,624.50)
LEGAL	0.00	500.00	(500.00)	2,703.01	6,000.00	(3,296.99)
LOT REPURCHASE	0.00	416.66	(416.66)	6,895.00	5,000.00	1,895.00
OFFICE EXPENSE	1,296.16	1,250.00	46.16	15,219.12	15,000.00	219.12
TRAVEL & CONVENTION	1,013.14	1,166.66	(153.52)	12,668.77	14,000.00	(1,331.23)
UNIFORMS & SAFETY EQUIPMENT	0.00	25.00	(25.00)	315.27	300.00	15.27
MTG EXP & SUPPLIES	0.00	133.33	(133.33)	877.86	1,600.00	(722.14)
AUDIT	0.00	895.83	(895.83)	13,265.00	10,750.00	2,515.00
ADVERTISING/PUBLICITY	1,403.60	416.66	986.94	4,259.50	5,000.00	(740.50)
AUTO TRUCK EXPENSE	0.00	83.33	(83.33)	507.48	1,000.00	(492.52)
LARGE EQUIPMENT REPAIRS	0.00	83.33	(83.33)	423.66	1,000.00	(576.34)
EQUIPMENT REPAIRS	92.44	41.66	50.78	92.44	500.00	(407.56)
IRRIGATION SYSTEM REPAIRS	42.41	666.66	(624.25)	4,509.72	8,000.00	(3,490.28)
FERTILIZER AND SEED	0.00	1,250.00	(1,250.00)	11,411.21	15,000.00	(3,588.79)
GASOLINE, OIL, TIRES	0.00	333.33	(333.33)	5,449.18	4,000.00	1,449.18
PLANT & BUILDING	1,210.32	1,666.66	(456.34)	18,786.71	20,000.00	(1,213.29)
ROAD MAINTENANCE	0.00	166.66	(166.66)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	214.72	108.33	106.39	1,287.94	1,300.00	(12.06)
GRAVE LINERS & VAULTS	3,192.96	2,208.33	984.63	25,891.54	26,500.00	(608.46)
GRAVE VASES	732.90	416.66	316.24	2,673.08	5,000.00	(2,326.92)
CONTRACT TREE/GARDEN MAINTNC	14,550.00	14,633.33	(83.33)	133,672.26	175,600.00	(41,927.74)
CONTRACT BURIALS	0.00	691.66	(691.66)	1,350.00	8,300.00	(6,950.00)
SECURITY CAMERA EXPENSE	0.00	108.33	(108.33)	1,469.85	1,300.00	169.85
TOTAL EXPENSES	62,732.39	70,721.93	(7,989.54)	676,948.51	848,665.00	(171,716.49)
NET INCOME FROM OPERATIONS	(7,198.13)	(12,788.41)	5,590.28	(64,627.15)	(153,461.00)	88,833.85
OTHER INCOME & EXPENSE						
RESERVES TRANSFERRED IN	900,000.00	14,455.08	885,544.92	900,000.00	173,461.00	726,539.00
REVENUE TRANSFER OUT	900,000.00	0.00	900,000.00	900,000.00	0.00	900,000.00
OTHER EXPENSE APPROP CONTING	0.00	1,666.67	(1,666.67)	0.00	20,000.00	(20,000.00)
TOTAL OTHER INCOME & EXPENSES	0.00	(12,788.41)	12,788.41	0.00	(153,461.00)	153,461.00
NET INCOME (LOSS)	(7,198.13)	0.00	(7,198.13)	(64,627.15)	0.00	(64,627.15)

**ACCUMULATIVE CAPITAL OUTLAY FUND
TRIAL BALANCE
AS OF APRIL 30, 2013**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
CURRENT ASSETS:			
002343	CASH ON DEPOSIT -COUNTY	14,552.26	
003343	ASSET RPLCE. RSRVE-LAND/BLD/FI	63,114.57	
004343	ASSET PURCHASE HOLDING ACCO	1,733,196.12	
006343	CASH - INTEREST/DIVIDENDS	506,506.65	
007343	INVESTED FUNDS - PSCD	522,563.48	
018343	UNREALIZED G/L ON SECURITIES		5,410.21
	CURRENT ASSETS:	2,839,933.08	5,410.21
FIXED ASSETS:			
010343	AUTO	63,482.63	
011343	LARGE EQUIPMENT	127,594.72	
012343	BUILDINGS	349,920.12	
013343	EQUIPMENT	59,977.50	
014343	FURNITURE & FIXTURES	90,226.35	
015343	LAND & IMPROVEMENTS	1,824,058.32	
016343	WATER SYSTEMS	909,097.48	
	FIXED ASSETS:	3,424,357.12	
OTHER ASSETS:			
033343	INTEREST RECEIVABLE	2,491.92	
035343	OFFICE/APT REMODEL- CASH	50,000.00	
	OTHER ASSETS:	52,491.92	
CURRENT LIABILITIES:			
131343	ACCUMULATED DEPRECIATION		2,102,789.87
	CURRENT LIABILITIES:		2,102,789.87
RETAINED EARNINGS:			
141343	RETAINED EARNINGS		2,182,869.16
142343	ACO PROPOSED EXPENDITURES		1,851,869.96
	RETAINED EARNINGS:		4,034,739.12
REVENUE:			
201343	BURIAL RIGHT SALES		145,275.00
203343	CURRENT INTEREST & DIVIDENDS		44,119.95
213343	COUNTY INTEREST INCOME		1,380.57
214343	DONATIONS & GRANTS		2,819.00
230343	GAIN/INVEST FAIR VALUE INCREA	17,735.05	
500343	REVENUE TRANSFERRED IN		5,297.54
	REVENUE:	17,735.05	198,891.86
EXPENSES:			
310343	INVESTMENT ADVISOR FEES	7,220.03	
311343	COUNTY SERVICE CHARGE	93.86	
	EXPENSES:	7,313.89	
	REPORT TOTALS	6,341,831.06	6,341,831.06

**ACCUMULATIVE CAPITAL OUTLAY
BALANCE SHEET
APRIL 30, 2013**

ASSETS

CURRENT ASSETS

CASH ON DEPOSIT -COUNTY	14,552.26	
ASSET REPLCE RSRVE-LAND/BLD/ETC	63,114.57	
ASSET PURCHASE HOLDING ACCOUNT	1,733,196.12	
CASH - INTEREST/DIVIDENDS	506,506.65	
INVESTED FUNDS - PSCD	522,563.48	
UNREALIZED G/L ON SECURITIES	(5,410.21)	
TOTAL CURRENT ASSETS		2,834,522.87

FIXED ASSETS

AUTO	63,482.63	
LARGE EQUIPMENT	127,594.72	
BUILDINGS	349,920.12	
EQUIPMENT	59,977.50	
FURNITURE & FIXTURES	90,226.35	
LAND & IMPROVEMENTS	1,824,058.32	
WATER SYSTEMS	909,097.48	
TOTAL FIXED ASSETS		3,424,357.12

OTHER ASSETS

UNREALIZED G/L ON SECURITIES	(5,410.21)	
INTEREST RECEIVABLE	2,491.92	
OFFICE/APT REMODEL- CASH	50,000.00	
TOTAL OTHER ASSETS		47,081.71

TOTAL ASSETS		6,305,961.70
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LIABILITIES AND EQUITY

CURRENT LIABILITIES

ACCUMULATED DEPRECIATION	2,102,789.87	
TOTAL CURRENT LIABILITIES		2,102,789.87

TOTAL LIABILITIES

2,102,789.87

RETAINED EARNINGS

RETAINED EARNINGS	2,182,869.16	
ACO PROPOSED EXPENDITURES	1,851,869.96	
NET INCOME	173,842.92	
TOTAL RETAINED EARNINGS		4,208,582.04
TOTAL LIABILITIES AND EQUITY		6,311,371.91

**ACCUMULATIVE CAPITAL OUTLAY
INCOME STATEMENT
FOR THE TEN MONTHS ENDING APRIL 30, 2013**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
BURIAL RIGHT SALES	9,600.00	14,850.00	(5,250.00)	145,275.00	167,160.00	(21,885.00)
CURRENT INTEREST & DIVIDENDS	4,810.51	8,968.13	(4,157.62)	44,119.95	31,875.16	12,244.79
COUNTY INTEREST INCOME	116.62	222.45	(105.83)	1,380.37	1,492.85	(112.48)
DONATIONS & GRANTS	0.00	0.00	0.00	2,819.00	0.00	2,819.00
GAIN/INVEST FAIR VALUE INCREAS	13,700.37	(31,205.13)	44,905.50	(17,735.05)	(11,106.05)	(6,629.00)
TOTAL REVENUE	28,227.50	(7,164.55)	35,392.05	175,859.27	189,421.96	(13,562.69)
	28,227.50	(7,164.55)	35,392.05	175,859.27	189,421.96	(13,562.69)
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	15.00	(15.00)	7,220.03	7,100.97	119.06
COUNTY SERVICE CHARGE	0.00	0.00	0.00	93.86	153.42	(59.56)
TOTAL EXPENSES	0.00	(15.00)	15.00	(7,313.89)	(7,254.39)	(59.50)
NET INCOME FROM OPERATIONS	28,227.50	(7,179.55)	35,407.05	168,545.38	182,167.57	(13,622.19)
OTHER INCOME & EXPENSE						
REVENUE TRANSFERRED IN	0.00	0.00	0.00	(5,297.54)	(2,900.00)	(2,397.54)
TOTAL OTHER INCOME & EXPENSE	0.00	0.00	0.00	(5,297.54)	(2,900.00)	(2,397.54)
NET INCOME (LOSS)	28,227.50	(7,179.55)	35,407.05	173,842.92	185,067.57	(11,224.65)

**ENDOWMENT CARE FUND
TRIAL BALANCE
AS OF APRIL 30, 2013**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
ASSETS:			
002342	CASH ON DEPOSIT - COUNTY	502,948.30	
003-342	INTEREST ON DEPOSIT-COUNTY	119,095.39	
006342	CASH - INTEREST/DIVIDENDS	1,114,327.06	
007342	INVESTED FUNDS - PSCD	3,152,495.45	
033342	INTEREST RECEIVABLE	3,558.69	
018342	UNREALIZED G/L ON SECURITIES	16,538.88	
	ASSETS:	4,908,963.77	
 RETAINED EARNINGS:			
141342	RETAINED EARNINGS- ENDOWMEN		4,350,832.70
142342	ACCRUED INTEREST & DIVIDENDS		428,240.45
143342	REALIZED INVESTMENT GAIN/LOS		18,405.00
	RETAINED EARNINGS:		4,797,478.15
 REVENUE:			
200342	WMC ENDOWMENT CARE		2,425.00
201342	ENDOWMENT CARE DEPOSITS		102,673.78
203342	CURRENT INTEREST & DIVIDENDS		47,652.82
213342	COUNTY INTEREST INCOME		1,373.22
230342	GAIN/INVEST FAIR VALUE INCREA.	26,514.24	
	REVENUE:	26,514.24	154,124.82
 EXPENSES:			
310342	INVESTMENT ADVISOR FEES	16,124.96	
	EXPENSES:	16,124.96	
 REPORT TOTALS			
		4,951,602.97	4,951,602.97

**ENDOWMENT CARE FUND
BALANCE SHEET
APRIL 30, 2013**

ASSETS

ASSETS

CASH ON DEPOSIT - COUNTY	502,948.30	
INTEREST ON DEPOSIT-COUNTY	119,095.39	
CASH - INTEREST/DIVIDENDS	1,114,327.06	
INVESTED FUNDS - PSCD	3,152,495.45	
UNREALIZED G/L ON SECURITIES	16,538.88	
INTEREST RECEIVABLE	3,558.69	

TOTAL ASSETS		4,908,963.77
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TOTAL ASSETS		4,908,963.77
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LIABILITIES AND FUND EQUITY

LIABILITIES

TOTAL LIABILITIES		0.00
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RETAINED EARNINGS

RETAINED EARNINGS- ENDOWMENT	4,350,832.70	
ACCRUED INTEREST & DIVIDENDS	428,240.45	
REALIZED INVESTMENT GAIN/LOSS	18,405.00	
NET INCOME	111,485.62	

TOTAL RETAINED EARNINGS		4,908,963.77
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TOTAL LIABILITIES AND FUND EQUITY		4,908,963.77
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**ENDOWMENT CARE FUND
INCOME STATEMENT
FOR THE TEN MONTHS ENDING APRIL 30, 2013**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
WMC ENDOWMENT CARE	0.00	504.16	(504.16)	2,425.00	10,684.16	(8,259.16)
ENDOWMENT CARE DEPOSITS	7,867.44	10,521.78	(2,654.34)	102,673.78	109,270.56	(6,596.78)
CURRENT INTEREST & DIVIDENDS	7,715.45	9,691.42	(1,975.97)	47,652.82	45,205.36	2,447.46
COUNTY INTEREST INCOME	160.77	216.60	(55.83)	1,373.22	1,178.33	194.89
GAIN/INVEST FAIR VALUE INCREAS	6,350.21	(28,964.11)	35,314.32	(26,514.24)	40,494.18	(67,008.42)
TOTAL REVENUE	22,093.87	(8,030.15)	30,124.02	127,610.58	206,832.59	(79,222.01)
EXPENSES						
INVESTMENT ADVISOR FEES	1.00	16.00	(15.00)	16,124.96	15,922.81	202.15
COUNTY SERVICE CHARGE	0.00	0.00	0.00	0.00	22.40	(22.40)
TOTAL EXPENSES	1.00	16.00	(15.00)	16,124.96	15,945.21	179.75
NET INCOME (LOSS)	22,092.87	(8,046.15)	30,139.02	111,485.62	190,887.38	(79,401.76)

**PRENEED FUND
TRIAL BALANCE
AS OF APRIL 30, 2013**

ACCOUNT NUMBER	DESCRIPTION	DEBITS	CREDITS
CURRENT ASSETS:			
002392	CASH ON DEPOSIT- COUNTY	246,887.51	
006392	CASH -INTEREST/DIVIDENDS	320,887.58	
007392	INVESTED FUNDS -PSCD	724,220.75	
018392	UNREALIZED G/L - SECURITIES		40,001.03
033392	INTEREST RECEIVABLE	2,167.94	
034392	CONTRACTS RECEIVABLE	48,733.35	
	CURRENT ASSETS:	1,342,897.13	40,001.03
LIABILITIES:			
101392	DEFERRED REVENUE PAYABLE		620,560.18
	LIABILITIES:		620,560.18
RETAINED EARNINGS:			
141392	RETAINED EARNINGS		391,723.07
142392	ACCRUED INTEREST & DIVIDENDS		168,973.88
	RETAINED EARNINGS:		560,696.95
REVENUE:			
201392	CURRENT SALES		44,114.97
202392	CURRENT DEFERRED REVENUE		85,253.06
203392	CURRENT INTEREST & DIVIDENDS		20,510.27
213392	COUNTY INTEREST INCOME		464.19
230392	GAIN/INVEST FAIR VALUE INCREA.	10,779.83	
	REVENUE:	10,779.83	150,342.49
EXPENSES:			
310392	INVESTMENT FEES	3,806.95	
311392	COUNTY SERVICE CHARGES	652.79	
320392	LOSS ON TRANSFER (INTER COSTS)	7,303.95	
335392	SALES TRANSFR OUT (PRIOR YR)	6,160.00	
	EXPENSES:	17,923.69	
	REPORT TOTALS	1,371,600.65	1,371,600.65

**PRENEED FUND
BALANCE SHEET
APRIL 30, 2013**

ASSETS

ASSETS

CASH ON DEPOSIT- COUNTY	246,887.51	
CASH -INTEREST/DIVIDENDS	320,887.58	
INVESTED FUNDS -PSCD	724,220.75	
UNREALIZED G/L - SECURITIES	(40,001.03)	
INTEREST RECEIVABLE	2,167.94	
CONTRACTS RECEIVABLE	48,733.35	

TOTAL ASSETS		1,302,896.10
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TOTAL ASSETS		1,302,896.10
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LIABILITIES AND EQUITY

LIABILITIES

DEFERRED REVENUE PAYABLE	620,560.18	
TOTAL LIABILITIES		620,560.18

RETAINED EARNINGS

RETAINED EARNINGS	391,723.07	
ACCRUED INTEREST & DIVIDENDS	168,973.88	
NET INCOME	121,638.97	

TOTAL RETAINED EARNINGS		682,335.92
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TOTAL LIABILITIES AND EQUITY		1,302,896.10
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**PRENEED FUND
INCOME STATEMENT
FOR THE TEN MONTHS ENDING APRIL 30, 2013**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
CURRENT SALES	3,419.16	4,099.57	(680.41)	44,114.97	27,524.13	16,590.84
CURRENT DEFERRED REVENUE	12,929.09	1,566.34	11,362.75	85,253.06	51,549.61	33,703.45
CURRENT INTEREST & DIVIDENDS	3,552.39	5,602.69	(2,050.30)	20,510.27	18,196.32	2,313.95
COUNTY INTEREST INCOME	60.72	72.11	(11.39)	464.19	412.34	51.85
GAIN/INVEST FAIR VALUE INCREAS	4,649.50	(12,830.60)	17,480.10	(10,779.83)	(5,520.23)	(5,259.60)
TOTAL REVENUE	24,610.86	(1,489.89)	26,100.75	139,562.66	92,162.17	47,400.49
EXPENSES						
INVESTMENT FEES	0.00	15.00	(15.00)	3,806.95	3,749.64	57.31
COUNTY SERVICE CHARGES	71.21	109.72	(38.51)	652.79	588.60	64.19
LOSS ON TRANSFER (INTER COSTS)	0.00	0.00	0.00	7,303.95	7,753.60	(449.65)
SALES TRANSFER OUT (PRIOR YR)	0.00	0.00	0.00	6,160.00	3,250.00	2,910.00
TOTAL EXPENSES	71.21	124.72	(53.51)	17,923.69	15,341.84	2,581.85
NET INCOME (LOSS)	24,539.65	(1,614.61)	26,154.26	121,638.97	76,820.33	44,818.64

PALM SPRINGS CEMETERY DISTRICT

BOARD OF TRUSTEES GENERAL PROVISIONS AND GOVERNMENT

1. The Palm Springs Cemetery District is a public cemetery district formed August 29, 1917 by resolution of the Riverside County Board of Supervisors under the provisions of the State of California.
2. The District is governed by a Board of Trustees consisting of five members who are appointed by the Riverside County Board of Supervisors from the electors residing within the District. The Trustees shall hold office for four years and until the appointment and qualification of their successors. Trustees may receive an amount of one hundred dollars (\$100) for attendance at each public meeting; however, no Trustee shall receive more than four hundred dollars (\$400) in compensation in any calendar month. The necessary expenses of each Trustee, for actual traveling in connection with meetings or business of the Board of Trustees, shall be allowed and paid. (Health & Safety Code Sections 9031(a) and 9031(c)).

Social gatherings, such as a Board Member farewell luncheon, holiday luncheon shall not be classified as "special meetings" and Trustees shall not receive fees for their attendance.

An attendance fee shall not be paid Trustees when attending an educational seminar and/or meetings.
3. A Statement of Economic Interests, Form 700, shall be filed with the Board of Supervisors:
 - a. No later than 30 days after appointment to the Board.
 - b. Each year prior to April 1.
 - c. No later than 30 days after you leave your designated position.
4. Pursuant to Chapter 1805 of Government Code Section 53051, a Roster of Public Agencies shall be filed with the Secretary of State within ten days of a change in the name of the District, the address of the District or a change in the members of the governing board. A copy shall also be filed with the County Clerk.
5. An authorized Signature List shall be filed annually, June 30, with the Auditor Controller's Office.
6. Meetings shall be:
 - a. Regular meetings: Time, date, and agenda of regular meetings of the Board of Trustees will be posted in a location accessible to members of the public at least 72 hours prior to the regular meeting. No action shall be taken on any item not appearing on the posted agenda without first meeting the several exceptions to the agenda requirement of Section 54954.2 of the Government Code.
 - b. Special meetings: The presiding officer or a majority of the members of the Board, may call a special meeting by delivering personally or by mail, a written notice to each member. The notice and agenda of the meeting must be posted at least 24 hours prior to such a meeting. The notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered.

- c. Closed Sessions: A closed session may be called at a regular meeting or a special meeting. The general reason for a closed meeting must be made public either before or after the closed session of a meeting. Closed sessions not expressly authorized by the Brown Act are prohibited. (Government Code Sections 54940 through 54926.)
7. The office of a member of the Board of Trustees becomes vacant upon the members ceasing to discharge the duties of his/ her office for the period of three consecutive months, except when prevented by sickness, or when absent from the state with the permission required by law. (Government Code Section 1770(g).)
8. Board of Trustee Officers shall consist of a Chairman, Vice Chairman, Secretary and Treasurer. The officers shall be elected annually from the Board of Trustees Membership at the December Regular Meeting commencing December 1998. The officers shall assume their duties in January of the following year. Each officer shall hold office for a one year term or until their successors are elected.
9. The board of Trustees may appoint and approve by motion a Sub-committee(s). This fact finding committee shall consist of any two Board Members. The Sub-committee shall report their findings to the Board at a scheduled meeting. Any and all action must be taken by the Board of Trustees.
- A regular board meeting will be held at the District's Board Room the second week of each month. The time and date shall be determined by the current members and duly posted.
- A quorum of three (of a five-member board) is necessary to hold a meeting. In all cases it takes three members to approve any and all actions of the Board.
10. The Palm Springs Cemetery District maintains Welwood Murray Cemetery and Desert Memorial Park for the use of the residents and taxpayers of the District within limits set by the Health and Safety Code.
11. The Board of Trustees employs, terminates, directs and evaluates the Manager, who employs other employees as may be necessary for the proper operation and maintenance of the District.
- A written evaluation shall be completed July 1 each year.
12. The Board of Trustees approves a contract for the purpose of District Interment and Maintenance Services at Welwood Murray Cemetery and Desert Memorial Park.
13. The Board of Trustees maintains an endowment care fund for the District Cemeteries.
14. The Board of Trustee sets policy and makes proper rules and regulations, in accordance with the Health and Safety Code, for the day to day operation of the cemeteries. A copy of the current Rules and Regulations is attached.
15. The Trustees establish a Schedule of Charges, for the sale of burial rights, the endowment care deposits, and all services performed by the District.

16. The Trustees shall approve all expenditures of the District.

Except in emergency circumstances, all purchases exceeding \$10,000 require multiple proposals. District operation expenditures and Capital purchases up to and including \$1000 may be made by the Manager and without Board of Trustee approval.

17. The Trustees shall be the custodian of all funds of the District.

18. The Trustees shall prepare or cause to be prepared and shall maintain all records and reports as required by the Health and Safety Code, by the County of Riverside and by the State of California Offices.

Adopted by motion duly made, seconded and unanimously approved by the Board of Trustees of the Palm Springs Cemetery District, March 8, 2007.

Signed: _____

Jan Pye, Chair

Attest: _____

Jane Alcumbrac, Secretary

Revised: March 12, 1991
Revised: December 10, 1996
Revised: May 13, 1997
Revised: January 8, 1998
Revised: January 14, 1999
Revised: September 9, 1999
Revised: April 13, 2000
Revised: September 13, 2000
Revised: March 22, 2004
Revised: March 8, 2007

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PALM SPRINGS CEMETERY DISTRICT
TRUSTEE DUTIES AND RESPONSIBILITIES

District Trustees are appointed by the Riverside County Board of Supervisors, (Health & Safety Code 9021). Trustees shall be appointed from the electors residing within the district. (Health & Safety Code 9022 Trustees shall hold office for four years and until the appointment and qualifications of their successors. (Health & Safety Code 9024)

The Trustee of the Palm Springs Cemetery District shall:

1. Endeavor to promote the general welfare of the District.
2. Endeavor to attend all meetings of the Board of Trustees.
3. Establish rules, regulations and policy for the operation of the District.
4. Employ a manager who shall implement the established rules, regulations, policies of the District and oversee the day to day operations.
5. Establish and approve the employee salary, wage and benefit schedule.
6. Approve the District's annual budget and related expenditures.
7. Affix an authentic signature to the checks, payment vouchers, resolutions, annual authorized county signature list and any documentation for the proper, orderly and timely operation of the District.
8. Employ the services of an independent investment counselor for the purpose of advising and informing the Board of Trustees of investments of the District in accordance with the terms of the California Government Code, Health and Safety Code, and the approved Investment Policy of the District. Employment shall be by contract.
9. Require a deposit in the endowment care fund in an amount not less than the minimum amount as set forth in the California Health and Safety Code 8738.
10. Invest and reinvest the endowment principal of this fund in securities and obligations as set forth in the California Government Code, 53600 & 53601 and the California Health and Safety Code, 9066. Invest excess funds in each of the District's other funds as deemed necessary.
11. Employ Legal counsel for services as deemed necessary.
12. Employ the services of an independent Certified Public Accountant for the purpose of examining District financial transactions and preparation of an Annual Report on Examination and Financial Statements.
13. As soon after the first day of July as practicable, file with the Board of Supervisors, County Treasurer, the County Auditor Controller and the State Controller, the Report on Examination and Financial Statements.
14. File with the State Controller an Annual Report of Financial Transactions of Special Districts on or before September 30.
15. File a Statement of Economic Interest, Form 700 upon appointment to the District Board of Trustees, then annually April 1 and upon completion of the appointment.

THE OFFICER DUTIES ARE:

Chairman:

Shall conduct all meetings in accordance with the Brown Act.

Vice Chairman:

Shall conduct meetings in the absence of the Chairman.

Secretary:

Shall be responsible for attesting to all signatures of the Chairman and member of the Board.

Treasurer:

Shall be responsible for the oversight of the District finances in accordance with section 9007 of the California Health and Safety Code.

TRUSTEES SHOULD HAVE KNOWLEDGE OF:

- . Governmental agencies, public cemeteries, the Brown Act, California Health & Safety Code, and public meeting procedures.
- . Community affairs.
- . District policy, rules and regulations, Therefore, it is recommended that Trustees attend one educational conference or seminar annually.

Adopted by motion duly made, seconded and unanimously approved by the Board of Trustees of the Palm Springs Cemetery District, April 9, 2009.

Signed: _____
Jan Pye, Chair

Attest: _____
John M. Lea, Secretary

Revised: June 11, 1996
Revised: May 13, 1997
Revised: January 12, 1998
Revised: April 13, 2000
Revised: March 22, 2004
Revised: March 8, 2007
Revised: April 9, 2009

PALM SPRINGS CEMETERY DISTRICT

INVESTMENT POLICY

POLICY

The Board of Trustees of the Palm Springs Cemetery District are Trustees of the District investments and are therefore fiduciaries subject to the prudent investor standard.

WHEREAS; The California Public Health & Safety Code (H&S), Section 9066 states: The invested and reinvested in securities and obligations designated by Section 53601 of the California Government Code (CGC) and those investments set forth in this section, and

WHEREAS; The Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern CGC #53600.6 and 53630.1; and

WHEREAS; the legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of CGC 53601 et seq.; and

WHEREAS; the Board of Trustees of the Palm Springs Cemetery District are trustees of the District's investments and are therefor fiduciaries subject to the prudent investor standard; now

THEREFORE; it shall be the policy of the Palm Springs Cemetery District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conform to all statutes governing such investments.

SCOPE

This investment policy applies to all financial assets of the Palm Springs Cemetery District as accounted for in the Comprehensive Annual Financial Report Policy (CAFR). Policy statements outlined in this document focus on funds invested outside the County Treasurer's Office. This policy is applicable, but not limited to all funds listed below:

- General Fund
- Capital Outlay Fund
- Endowment Care Fund
- Preneed Fund
- Employee Simplified Employee Pension Plan (SEPP)
- Employee 403B Retirement Plan

PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which person of prudence, discretion and intelligence, not for speculation, but for investment, considering the probable safety of their capital as well as probable income to be derived.

OBJECTIVES

The Palm Springs Cemetery District will diversify its investment portfolio by security type and institution. Diversification strategies shall be determined and revised periodically. When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing district funds, the primary objectives of the Board of Trustees shall be:

1. **Safety:** Safety of principle is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
2. **Liquidity:** The investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated.
3. **Return on Investment:** The investment portfolio shall be designed with the objective of attaining the best rate possible, taking into account the investment risk constrains and the cash flow characteristics.

ETHICS AND CONFLICTS OF INTEREST

Trustees and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

INVESTMENT AUTHORITY

All investments shall be made by the authority of the Board of Trustees as an agenda item at a regular or special board meeting.

INVESTMENT PROCEDURES

1. All investing shall be conducted in one of the following:
 - A. Approval of a Resolution which states the fund and the amount to be drawn from the county treasury for "investment outside the county", and completion of a County Payment Voucher. The signature of two trustees is required on a payment voucher, or:
 - B. By reinvesting the principal of a maturing investment.
2. All dividends/interest of the investment(s) for the Accumulated Capital and PreNeed Funds shall be reinvested into their respective dividends/interest investment fund handled by Neal Wilson, C & N Financial, Inc. (National Planning, Inc.).

Quarterly management fees for each fund shall be withdrawn from their respective dividend/interest investment fund.

3. All dividends/interest of the investment(s) for the Endowment Care Fund shall be invested with the County.

DISTRICT APPROVED BROKERS/DEALERS

Riverside County Investment Pool
National Planning, Inc. - Neal Wilson, C & N Financial, Inc.

DISTRICT APPROVED INVESTMENTS

U S Treasury Bills
Riverside County Investment Pool
Oppenheimer U S Government
Sun America Federal Securities
Vanguard Treasury
Lord Abbott US Government
MFS
Alliance Government Fund & Money Market

AUTHORIZED AND SUITABLE INVESTMENTS

1. The Board of Trustees may invest the principal of the Endowment Care Fund as authorized by Public Health & Safety Code Section 9066. See Appendix A
2. Securities and obligations set forth in CGC 53601. See Appendix B

PROHIBITED INVESTMENTS See Appendix B

REPORTING REQUIREMENTS See Appendix C

A quarterly investment report shall:

- (a) Be prepared for review by the Board of Trustees at their regular meetings.

The report shall contain a minimum of the following:

Type of investment	Cost of security
Issuing institution	Rate of interest
Selling/buying broker/dealer	Current market value
Date of purchase	List of each transaction
Date of maturity	

- (b) State the District's ability to meet six (6) months cash needs.

POLICY REVIEW

This policy shall be reviewed on an annual basis, and modification must be approved by the Board of Trustees.

INVESTMENT POLICY ADOPTION

This Revised Investment Policy was approved and adopted by the Board of Trustees at the regular Board of Trustee meeting held on February 12, 2004 by the following roll call votes:

AYES:	Alcumbrac, Johnson, Harmon, Pepper & Zakar
NOES:	None
ABSENT:	None
ABSTAIN:	None

Ronald A. Johnson, Chairperson

Attest:

Lenny Pepper, Vice Chairperson

Invest Policy: April 9, 1996
Revised: November 13, 1997
Revised: April 11, 2002
Revised: January 9, 2003
Revised: February 12, 2004