

**PALM SPRINGS CEMETERY DISTRICT
AGENDA
VIDEO CONFERENCE
REGULAR MEETING
OF THE
BOARD OF TRUSTEES**

Thursday, October 13, 2022 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].

IMPORTANT NOTICE

NEW LAW

Pursuant to Assembly Bill No. 361

Effective September 16, 2021

The Public May Observe the Meeting and Offer Public Comment Remotely

If you would like to participate in this teleconferenced Board Meeting, please follow these instructions:

YOU MAY JOIN MEETING AND COMMENT VIA ZOOM AT: <https://us02web.zoom.us/j/2464673948>; or

CALL IN: 669-900-6833 MEETING ID: 246 467 3948

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

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

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

4. CONFIRMATION OF AGENDA

During this part of the meeting, the Board of Trustees may announce any items being pulled from the agenda or continued to another date.

Items not appearing on the agenda may be added to the agenda as "Urgency Items" provided two-thirds of the Trustees present determine there is a need to take immediate action on the item and the need to take immediate action came to the attention of the Board of Trustees after the posting of the agenda.

5. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine in nature and will be enacted by one roll call vote. There will be no separate discussion of these items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar for separate discussion and/or action.

- a. Approval of September 8, 2022 Regular Meeting Minutes

5. CONSENT CALENDAR - continued

- b. Approval of June Expenditures
 - General Fund \$ 81,554.14
 - Sept Reimburse Voucher 1750 \$ 29,513.53
 - Sept Reimburse Voucher 1751 \$ 51,836.83

 - Accumulative Capital Outlay \$ 19,887.50
 - Sept Reimburse Voucher 1752 \$ 19,887.50

 - Pet Memorial Park Cemetery \$.00
 - Total September 30, 2022 Expenditures Checks & Visa/Debit Card
24226-24264 & Direct Deposits (Payroll) \$ 101,441.64
- c. Financial Reports as of September 30, 2022 (F-1 thru F-5A)
- d. Resolution 8-2021, Regarding Remote Teleconference Board Meetings per AB361
- e. Staff Report and Resolution 8-2022, Clarifying Sick Leave Policy

6. ADMINISTRATIVE CALENDAR

- a. District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group
- b. RFP for Cell Tower Proposals at Desert Memorial Park - Update
- c. CAPC Local Area Meeting 10:00AM-1:00PM, Wednesday, November 16, 2022 at Elsinore Valley Cemetery District
- d. Historic Tours at Welwood Murray Cemetery – Update Trustee Kleindienst
- e. East 40 Acres Lease Agreement – Update

7. LEGISLATIVE CALENDAR

8. TRUSTEE AND ATTORNEY SIGNATURES

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEES

12. REPORTS

- a. Trustees
- b. District Manager
 - 1. PSCD Day of the Dead Altar at Sunnylands – Starting at 8:30AM, November 2-6, 2022
 - 2. AMVETS Post 66 Veterans Day Ceremony - 11:00AM, Friday, November, 11, 2022 at DMP
 - 3. PSCD Strategic Barometer Dashboard and Strategic Barometer

13. FUTURE AGENDA ITEMS

- a. Discussion in 2022/2023 – Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums
- b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs
- c. Marketing/Advertising
- d. Future Long-Range Planning – PSCD Staffing

14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE

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

15. CLOSED SESSION ANNOUNCEMENT

16. OPEN SESSION

17. ADJOURNMENT

THIS AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M., MONDAY, October 10, 2022

Kathleen Jurasky, District Manager

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

DATE: September 8, 2022
TIME: 2:00 P.M.
PLACE: 31-705 Da Vall Drive, Cathedral City, California 92234

1. CALL TO ORDER Meeting was called to order by Vice Chairperson Kleindienst at 2:01 P.M.

District Manager Jurasky informed the board that Trustee Pye is attending the League of Cities conference and may join today's board meeting later or not at all. Motion was made by Trustee Mallotto, seconded by Trustee Smith to excuse Trustee Pye's absence.

2. ROLL CALL

Present: Jan M. Pye, Chairperson (arrived at 2:06pm)
William G. Kleindienst, Vice Chairperson
Lynn T. Mallotto, Treasurer
LaFaye M. Platter, Secretary
Michael V. Smith, Member

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

3. PUBLIC COMMENTS – None

4. CONFIRMATION OF AGENDA Motion was made by Trustee Mallotto, seconded by Trustee Smith to approve the agenda as presented. Motion carried; roll call 4-0 Kleindienst, Mallotto, Platter and Smith

5. CONSENT CALENDAR Motion was made by Trustee Smith, second by Trustee Platter approve the Consent Calendar as presented Motion carried; roll call 4-0 Kleindienst, Mallotto, Platter and Smith.

6. ADMINISTRATIVE CALENDAR a. **RFP for Cell Tower Proposals at Desert Memorial Park – Update**
District Manager Jurasky reported the RFP was prepared by attorney Quintanilla's office, and both she and Quintanilla reviewed it. She further stated attorney Quintanilla provided her with a list of cell tower companies, and she sent the RFP to a total of eleven companies including the company that originally contacted the District.

Attorney Quintanilla gave the Board an overview of the RFP's content, and what the process will be for reviewing proposals submitted to the District.

Trustee Pye arrived at 2:06 P.M.

b. Board of Trustees General Provisions – Revised Following a discussion and review of the revisions motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approved the revised Board of Trustees General Provisions. Motion carried, vote 5-0, Kleindienst, Mallotto, Platter, Pye and Smith.

c. Historic Tours at Welwood Murray Cemetery – Update Trustee Kleindienst Trustee Kleindienst reported the committee is still conducting research on the interments for accuracy. He stated they have not started to schedule tours, and he will update the Board when there is something additional to report.

6. ADMINISTRATIVE CALENDAR - continued

Trustee Kleindienst stated his wife does business with Mario Gonzalez, GHA, and left the meeting at 2:09 P.M for item 6d due to a possible conflict of interest.

d. East 40 Acres Lease Agreement – Update No action taken

Trustee Kleindienst returned to meeting at 2:11 P.M.

7. LEGISLATIVE a. **Resolution 7-2022, Transfer Interment Rights & Costs from PN to ACO & GF**
Motion was made by Trustee Smith, seconded by Trustee Mallotto to approve Resolution 7-2022 transferring \$24,396.53 from PreNeed Fund, 51265 to the General Fund, 51270 and \$8,850.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call, 5-0, Kleindienst, Mallotto, Platter, Pye and Smith.

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

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEE REPORTS Trustee Mallotto reported she and Trustee Kleindienst had phone conversations with Neal Wilson, Wealth Consulting Group the District’s financial advisor regarding the district investments. She stated he informed them the short-term investments and rates are fairing well. She further reported he will present a PowerPoint presentation at the October board meeting illustrating what investments will be coming due next year and the plan on how they will be reinvested. Trustee Mallotto stated Mr. Wilson’s continued goal is capital preservation.

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

b. **District Manager** – None

13. FUTURE AGENDA ITEMS a. **Discussion in 2022/2022 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken

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

c. **Marketing/Advertising** No action taken

d. **Lease Agreement Property Taxes January 2023** No action taken

Trustee Kleindienst stated his wife does business with Mario Gonzalez, GHA, and left the meeting for item 6h due to a possible conflict of interest, and left the meeting at 2:16 P.M.

14. CLOSED SESSION - READING OF THE SAFE HARBOR Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 2:16 P.M.

a. Real Property Negotiations pursuant to Government Code Section 54956.8

Property: Assessor Parcel No. 670230017-4 (6.72 Acres) and Assessor Parcel No.670230019-6 (29.45 Acres)

District Negotiator: Board of Trustees of the Palm Springs Cemetery District and Steven B. Quintanilla,
General Legal Counsel

Negotiating Parties: Mario J. Gonzales, President/CEO RM Da Vall, LLC and Michael Braun, Grit
Development

Under Negotiation: Price and Terms of Payment

15. CLOSED SESSION ANNOUNCEMENT Returned to Open Session at 2:29 P.M. No reportable action

16. OPEN SESSION

17. ADJOURNMENT Meeting was adjourned by Trustee Pye at 2:30 P.M. The next regular video conference board meeting is scheduled for 2:00 P.M., Thursday, October13, 2022.

DATE: _____

LaFaye M. Platter, Secretary

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

| Date | Check # | Line Description | Debit Amoun | Credit Amoun |
|---------|---------|---|------------------------------------|--------------|
| 9/2/22 | 24226 | INV 68054 - (12) GRAY VASES ASCO PACIFIC, INC. | 455.83 | 455.83 |
| 9/2/22 | 24227 | INV000000483954 - OFFICE WIRELESS FOR SEP 2022 ONE RING NETWORKS | 200.00 | 200.00 |
| 9/2/22 | 24228 | TRASH SERVICE FOR SEP 2022 BURRTEC WASTE & RECYCLING SVCS | 473.79 | 473.79 |
| 9/2/22 | 24229 | INV 02H0032777377 - BOTTLED WATER & DELIVERY OF BOTTLED WATER FOR OFFICE READY REFRESH | 154.26 26.19 | 180.45 |
| 9/14/22 | 24230 | INV 36923990506699 MAY 2022 EXTRA HEALTH INSURANCE FOR K JURASKY REPLACES CHECK # 24097 COLONIAL LIFE | 203.78 | 203.78 |
| 9/14/22 | 24231 | AUG 2022 LANDSCAPE MAINTENANCE LESS TWO (2) GRAY VASES DAMAGED BY MOWERS (\$105 NISSHO OF CALIFORNIA, INC | 24,488.62 | 24,488.62 |
| 9/14/22 | 24232 | AUG 2022 YELLOW PAGE ADVERTISING THRYV | 181.10 | 181.10 |
| 9/14/22 | 24233 | SECURITY PATROL - SEP 2022 (INV 2209133) MAXWELL SECURITY SERVICES, INC | 825.00 | 825.00 |
| 9/14/22 | 24234 | SEP 2022 PSCD EMPLOYEE DENTAL INSURANCE EXPENS STANDARD INSURANCE COMPANY RB | 424.20 | 424.20 |
| 9/14/22 | 24235 | INV 316441 - PERMIT/CONSTRUCTION DOCUMENTS SECTIONS B-39 TO B-44 RTM ENGINEERING CONSULTANTS, LLC | 2,047.50 | 2,047.50 |
| 9/14/22 | 24236 | AUG 2022 SERVICE ON AMERICAS PLAZA FOUNTAIN (IN JUL 2022 SERVICE ON AMERICAS PLAZA FOUNTANI (INV CONDITION POOL WITH CHEMICALS (INV 029824) REPLACE PUMP (INV 029824) ELOY'S POOL SERVICE & REPAIRS | 50.00 50.00 100.00 325.00 | 525.00 |
| 9/14/22 | 24237 | 332245-850914 - AUG 2022 WELL REPLENISHMENT COACHELLA VALLEY WATER DIST | 3,340.48 | 3,340.48 |
| 9/14/22 | 24238 | WMC USAGE FOR SEP 2022 DESERT WATER AGENCY | 1,004.71 | 1,004.71 |
| 9/14/22 | 24239 | OFFICE PHONES FOR PERIOD ENDING 10/06/2022 FRONTIER COMMUNICATIONS | 420.39 | 420.39 |
| 9/14/22 | 24240 | COURIER SERVICE ON 08/22/2022 (INV 4801716) GLS US | 23.37 | 23.37 |
| 9/14/22 | 24241 | IN051664 - (1) #5 VAULT; (9) #5 LINERS WHITED CEMETERY SERVICE | 2,238.00 | 2,238.00 |
| 9/14/22 | 24242 | INV 68104 - (12) WHITE CREMATION VAULTS ASCO PACIFIC, INC. | 882.42 | 882.42 |

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

| Date | Check # | Line Description | Debit Amoun | Credit Amoun |
|---------|---------|--|-------------------------|--------------|
| 9/14/22 | 24243 | INV 68148 - (12) GRAY VASES ASCO PACIFIC, INC. | 455.83 | 455.83 |
| 9/14/22 | 24244 | IT0000005414 - PS FINANCIALS FOR AUG 2022 DATA VPN RIVERSIDE COUNTY INFORMATION TECHNOLOGY | 121.22 4.66 | 125.88 |
| 9/14/22 | 24245 | INV 4808227 - COURIER SERVICE ON 09/02/2022 GLS US | 23.33 | 23.33 |
| 9/14/22 | 24246 | INV 41432189 - SERVICE ON OFFICE AIR CONDITIONERS INV 41467778 - SERVICE ON OFFICE AIR CONDITIONERS ESSER SERVICES INC | 250.00 500.00 | 750.00 |
| 9/14/22 | 24247 | RENEWAL MEMBERSHIP (12/1/22 - 8/31/23) PALM DESERT AREA CHAMBER OF COMMERCE | 320.00 | 320.00 |
| 9/20/22 | 24248 | SEC B-39 TO B-44 - CONSTRUCTION DOCUMENT REVISIO SEC B-39 TO B-44 - DEMOLITION, GRADING & DRAINAGE MSA CONSULTING, INC | 3,940.00 5,400.00 | 9,340.00 |
| 9/20/22 | 24249 | 559833-884768 - ADMIN BUILDING FOR SEP 2022 180819-512108 - BUSINESS FOR SEP 2022 559831-884770 - FIRE PROTECTION COACHELLA VALLEY WATER DIST | 29.59 24.71 86.99 | 141.29 |
| 9/22/22 | 24250 | IN051782 - (1) #5 VAULT; (12) #5 LINERS WHITED CEMETERY SERVICE | 2,805.00 | 2,805.00 |
| 9/22/22 | 24251 | INV 0210032777377 - BOTTLED WATER & OTHER SUPPLIE READY REFRESH | 75.63 | 75.63 |
| 9/22/22 | 24252 | INV 27010338 - PEST CONTROL FOR SEP 2022 WESTERN EXTERMINATOR | 97.15 | 97.15 |
| 9/26/22 | 24253 | IN800400 - KYOCERA COPIER FOR PERIOD 09/16/22 - 10/15 AIS | 160.23 | 160.23 |
| 9/26/22 | 24254 | OCT 2022 PSCD EMPLOYEE LIFE INSURANCE EXPENSE STANDARD INSURANCE COMPANY RQ | 53.17 | 53.17 |
| 9/26/22 | 24255 | HYDRATION HERO ANNUAL MEMBERSHIP FEE READY REFRESH | 64.16 | 64.16 |
| 9/26/22 | 24256 | GROUND SUPERVISOR CELL PHONE FOR PERIOD 8/20/22 T-MOBILE | 116.52 | 116.52 |
| 9/26/22 | 24257 | DISTRICT MANAGER CELL PHONE FOR PERIOD 8/20/22 - AT & T MOBILITY | 181.50 | 181.50 |
| 9/27/22 | 24258 | OCT 2022 PSCD EMPLOYEE VISION INSURANCE EXPENS METLIFE GROUP BENEFITS | 49.90 | 49.90 |
| 9/27/22 | 24259 | EXTRA HEALTH INSURANCE FOR K JURASKY FOR SEP 2 COLONIAL LIFE | 203.78 | 203.78 |
| 9/28/22 | 24260 | SEP 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - K J SEP 2022 EMPLOYEE 401B PAYABLE - K JURASKY INVESCO INVESTMENT SERVICES, INC | 624.88 2,219.78 | 2,844.66 |

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

| Date | Check # | Line Description | Debit Amoun | Credit Amoun |
|---------|----------|--|------------------------------|--------------|
| 9/28/22 | 24261 | SEP 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - E A FRANKLIN - TEMPLETON | 280.00 | 280.00 |
| 9/28/22 | 24262 | SEP 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - S L FRANKLIN - TEMPLETON | 257.60 | 257.60 |
| 9/28/22 | 24263 | SEP 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - S VI FRANKLIN - TEMPLETON | 268.80 | 268.80 |
| 9/30/22 | 24264 | INV 1609-3 -SECTIONS B-39 THRU B-44 -FOUNTAIN DESIG WATERSCAPERS | 8,500.00 | 8,500.00 |
| 9/7/22 | CALPERS | SEP 2022 PSCD EMPLOYEE HEALTH INSURANCE EXPENS SEP 2022 PSCD RETIREE HEALTH INSURANCE EXPENSE SEP 2022 EMPLOYEE PORTION OF HEALTH INSURANCE CALPERS | 4,362.24 383.20 173.78 | 4,919.22 |
| 9/6/22 | DEBIT EA | HOME DEPOT - CEMENT FOR SECTION MARKER COMPANY DEBIT CARD | 6.52 | 6.52 |
| 9/13/22 | DEBIT EA | LOWES - SHOVEL HANDLES COMPANY DEBIT CARD | 61.09 | 61.09 |
| 9/20/22 | DEBIT EA | FAMOUS FOOTWEAR - WORK BOOTS (EDGAR) COMPANY DEBIT CARD | 97.86 | 97.86 |
| 9/23/22 | DEBIT EA | PALM SPRINGS MOTORS - FORD RANGER REPAIRS COMPANY DEBIT CARD | 417.29 | 417.29 |
| 9/23/22 | DEBIT EA | USPS - CERTIFIED MAIL FOR PRENEED CONTRACT COMPANY DEBIT CARD | 7.85 | 7.85 |
| 9/7/22 | DEBIT KJ | ICLOUD+ WITH 200 GB OF STORAGE COMPANY DEBIT CARD | 2.99 | 2.99 |
| 9/3/22 | DEBIT KJ | USPS - POSTAGE STAMPS (2 ROLLS & EXTRA OZ) COMPANY DEBIT CARD | 129.60 | 129.60 |
| 9/1/22 | DEBIT KJ | STAPLES - BINDERS, REPORT COVERS, PENCILS COMPANY DEBIT CARD | 61.02 | 61.02 |
| 9/20/22 | DEBIT KJ | STAPLES - PAPER TOWELS COMPANY DEBIT CARD | 50.00 | 50.00 |
| 9/20/22 | DEBIT KJ | WALMART - SANITIZER WIPES COMPANY DEBIT CARD | 126.15 | 126.15 |
| 9/28/22 | DEBIT KJ | STAPLES - PRINTER INK CARTRIDGES, TISSUES COMPANY DEBIT CARD | 305.40 | 305.40 |
| 9/9/22 | EDD_TAX | SIT P/R 08/25/2022 TO 09/07/2022 PAID 09/09/2022 SDI P/R 08/25/2022 TO 09/07/2022 PAID 09/09/2022 EMPLOYMENT DEVELOPMENT DEPT | 237.20 111.59 | 348.79 |
| 9/23/22 | EDD_TAX | SIT P/R 09/08/2022 TO 09/21/2022 PAID 09/23/2022 SDI P/R 09/08/2022 TO 09/21/2022 PAID 09/23/2022 EMPLOYMENT DEVELOPMENT DEPT | 237.20 126.28 | 363.48 |

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

| Date | Check # | Line Description | Debit Amount | Credit Amount |
|---------|--------------|--|------------------|------------------|
| 9/23/22 | EDD_TAXa | SUI P/R 09/08/2022 TO 09/21/2022 PAID 09/23/2022 | 48.49 | |
| | | CA EDU & TRAINING P/R 09/08/2022 TO 09/21/2022 PAID 09/23/2022 | 0.90 | |
| | | EMPLOYMENT DEVELOPMENT DEPT | | 49.39 |
| 9/28/22 | EDISON | 8002601833 - WELL #4 PERIOD 08/10/22 TO 09/08/22 | 6,954.20 | |
| | | 8000493032 - ADMIN BLDG PERIOD 08/11/22 TO 09/11/22 | 1,909.75 | |
| | | 8001545238 - DAVALL GATE PERIOD 08/12/22 TO 09/12/22 | 29.93 | |
| | | 8003526191 - WELL #2 PERIOD 08/12/22 TO 09/12/22 | 251.12 | |
| | | 8004476833 WMC PERIOD 08/12/22 TO 09/12/22 | 20.37 | |
| | | 8004476833 WMC DESERT COMM PERIOD 08/12/22 TO 09/12/22 | 0.70 | |
| | | SO CAL EDISON | | 9,166.07 |
| 9/9/22 | EXPRESS_ | FIT P/R 08/25/2022 TO 09/07/2022 PAID 09/09/2022 | 817.01 | |
| | | SOCIAL SECURITY P/R 08/25/2022 TO 09/07/2022 PAID 09/09/2022 | 1,257.90 | |
| | | MEDICARE P/R 08/25/2022 TO 09/07/2022 PAID 09/09/2022 | 294.18 | |
| | | BANK OF AMERICA | | 2,369.09 |
| 9/23/22 | EXPRESS_ | FIT P/R 09/08/2022 TO 09/21/2022 PAID 09/23/2022 | 817.01 | |
| | | SOCIAL SECURITY P/R 09/08/2022 TO 09/21/2022 PAID 09/23/2022 | 1,423.60 | |
| | | MEDICARE P/R 09/08/2022 TO 09/21/2022 PAID 09/23/2022 | 332.94 | |
| | | BANK OF AMERICA | | 2,573.55 |
| 9/9/22 | FEES | P/R 08/25/2022 TO 09/07/2022 PAID 09/09/2022 | 75.12 | |
| | | CBIZ PAYROLL | | 75.12 |
| 9/23/22 | FEES | P/R 09/08/2022 TO 09/21/2022 PAID 09/23/2022 | 96.85 | |
| | | CBIZ PAYROLL | | 96.85 |
| | Total | | 86,256.40 | 86,256.40 |

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

| Date | Reference | Employee | Amount |
|---------------------|-----------|------------------------|-----------|
| 9/9/2022 | 5629 | KATHLEEN JURASKY | 2,476.64 |
| 9/9/2022 | 5630 | STEPHANIE C. LOZANO | 1,454.41 |
| 9/9/2022 | 5631 | SCOTT W. VICKREY | 1,512.53 |
| 9/9/2022 | 5632 | EDGAR F. ARCHILA | 1,626.24 |
| 9/23/2022 | 5638 | KATHLEEN JURASKY | 2,476.64 |
| 9/23/2022 | 5639 | KATHLEEN JURASKY | 400.00 |
| 9/23/2022 | 5640 | STEPHANIE C. LOZANO | 1,454.41 |
| 9/23/2022 | 5641 | SCOTT W. VICKREY | 1,338.75 |
| 9/23/2022 | 5642 | EDGAR F. ARCHILA | 1,626.24 |
| 9/23/2022 | 5643 | WILLIAM G. KLEINDIENST | 163.88 |
| 9/23/2022 | 5644 | LYNN T. MALLOTTO | 163.88 |
| 9/23/2022 | 5645 | LAFAYE M PLATTER | 163.87 |
| 9/23/2022 | 5646 | JAN M. PYE | 163.88 |
| 9/23/2022 | 5647 | MICHAEL V SMITH | 163.87 |
| 9/1/22 thru 9/30/22 | | | 15,185.24 |

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

| | |
|--|--------------------------|
| September Cash Disbursement Journal | 86,256.40 |
| September Payroll Disbursement Journal | 15,185.24 |
| TOTAL PSCD DISBURSEMENTS | <u>101,441.64</u> |
| TOTAL GENERAL FUND EXPENDITURES | <u>81,554.14</u> |
| September Payment Voucher # 1750 | 29,513.53 |
| September Payment Voucher # 1751 | 51,836.83 |
| Total Payment Vouchers | <u>81,350.36</u> |
| Lost Check #24097 Colonial Life dated 5/31/22; replaced 9/14/2022 | 203.78 |
| TOTAL ACO EXPENDITURES | <u>19,887.50</u> |
| September ACO Payment Voucher # 1752 | |
| RTM Engineering LLC | 2,047.50 |
| Section B-39 - B-44 - Permit/Construction Documents | |
| MSA Consulting, Inc | 3,940.00 |
| Section B-39 - B-44 - Construction Document Revision | |
| MSA Consulting, Inc | 5,400.00 |
| Section B-39 - B-44 - Demolition, Grading & Drainage Plan | |
| Waterscapers | 8,500.00 |
| Section B-39 - B-44 - Fountain Design | |
| PET CEMETERY DRAWDOWNS | <u>0.00</u> |
| Loan Amount: | 25,000.00 |
| Current Balance Remaining: | 15,000.00 |
| TOTAL SEPTEMBER 2022 DISBURSEMENTS | <u>101,441.64</u> |

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

SALES

| | Prior Months | | September | | FY 2022/2023 YTD Totals | | FY 2021/2022 YTD Totals | |
|---------------|--------------|----------|-----------|----------|----------------------------|----------|----------------------------|----------|
| | DMP | WMC | DMP | WMC | DMP | WMC | DMP | WMC |
| Adult, C | 50 | 0 | 35 | 0 | 85 | 0 | 68 | 0 |
| Adult, A&B | 1 | 0 | 0 | 0 | 1 | 0 | 3 | 0 |
| Premium | 0 | 0 | 4 | 0 | 4 | 0 | 9 | 0 |
| Child | 0 | 0 | 1 | 0 | 1 | 0 | 1 | 0 |
| Cremation | 5 | 1 | 6 | 0 | 11 | 1 | 13 | 0 |
| Niche | 4 | 0 | 6 | 0 | 10 | 0 | 9 | 0 |
| TOTALS | 60 | 1 | 52 | 0 | 112 | 1 | 103 | 0 |

LOT REPURCHASES

| | Prior Months | | September | | FY 2022/2023 YTD Totals | | FY 2021/2022 YTD Totals | |
|---------------|--------------|----------|-----------|----------|----------------------------|----------|----------------------------|----------|
| | DMP | WMC | DMP | WMC | DMP | WMC | DMP | WMC |
| Adult | 7 | 0 | 0 | 0 | 7 | 0 | 3 | 0 |
| Cremation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Niche | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 7 | 0 | 0 | 0 | 7 | 0 | 3 | 0 |

TOTAL INTERMENTS

| | Prior Months | | September | | FY 2022/2023 YTD Totals | | FY 2021/2022 YTD Totals | |
|---------------|--------------|----------|-----------|----------|----------------------------|----------|----------------------------|----------|
| | DMP | WMC | DMP | WMC | DMP | WMC | DMP | WMC |
| Adult | 35 | 0 | 23 | 0 | 58 | 0 | 58 | 0 |
| Child | 0 | 0 | 1 | 0 | 1 | 0 | 1 | 0 |
| Cremation | 7 | 0 | 7 | 0 | 14 | 0 | 22 | 1 |
| Niche | 2 | 0 | 5 | 0 | 7 | 0 | 8 | 0 |
| TOTALS | 44 | 0 | 36 | 0 | 80 | 0 | 89 | 1 |

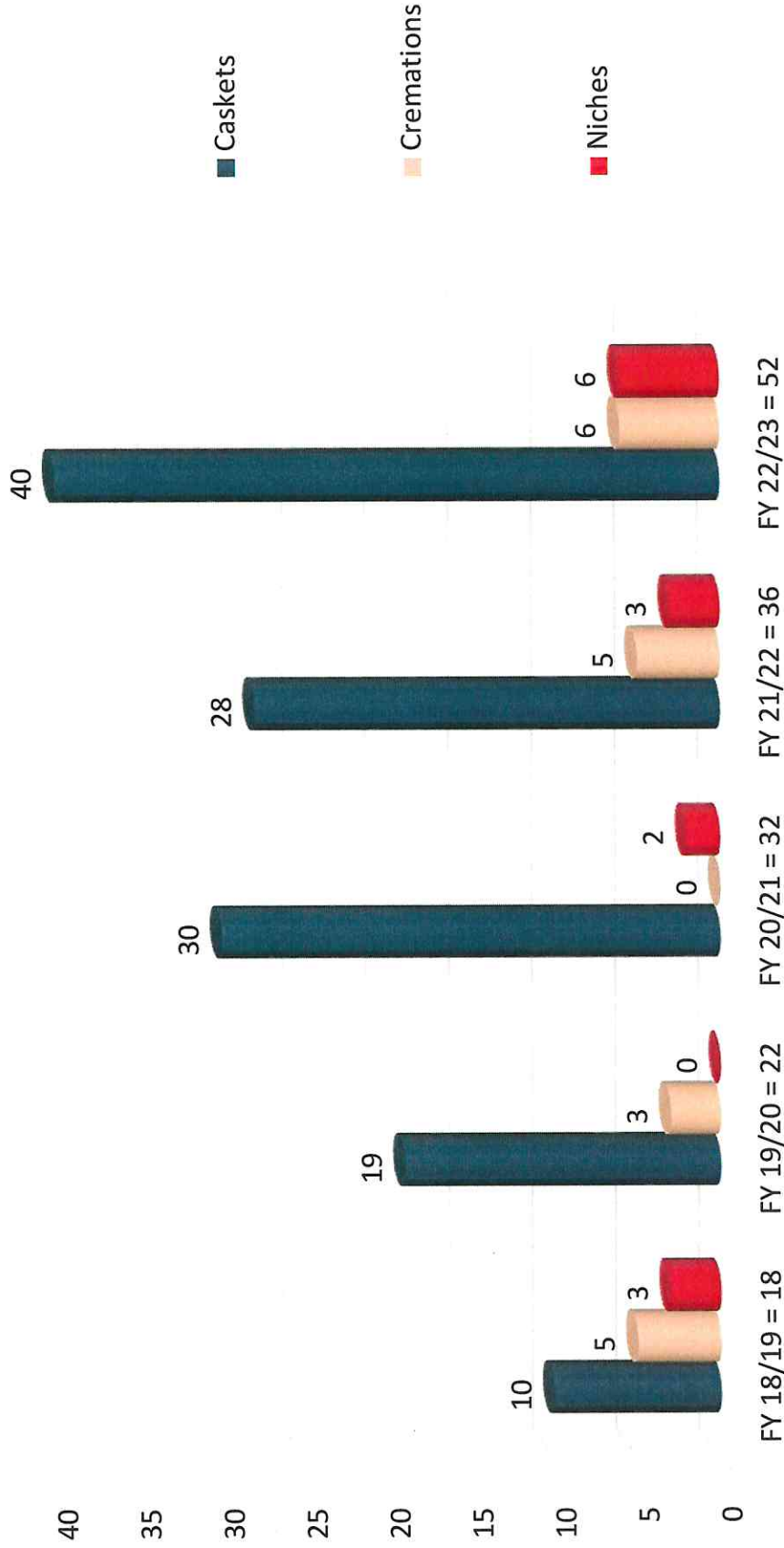
SATURDAY INTERMENTS

| | Prior Months | | September | | FY 2022/2023 YTD Totals | | FY 2021/2022 YTD Totals | |
|---------------|--------------|----------|-----------|----------|----------------------------|----------|----------------------------|----------|
| | DMP | WMC | DMP | WMC | DMP | WMC | DMP | WMC |
| Adult | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Child | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Cremation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Niche | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

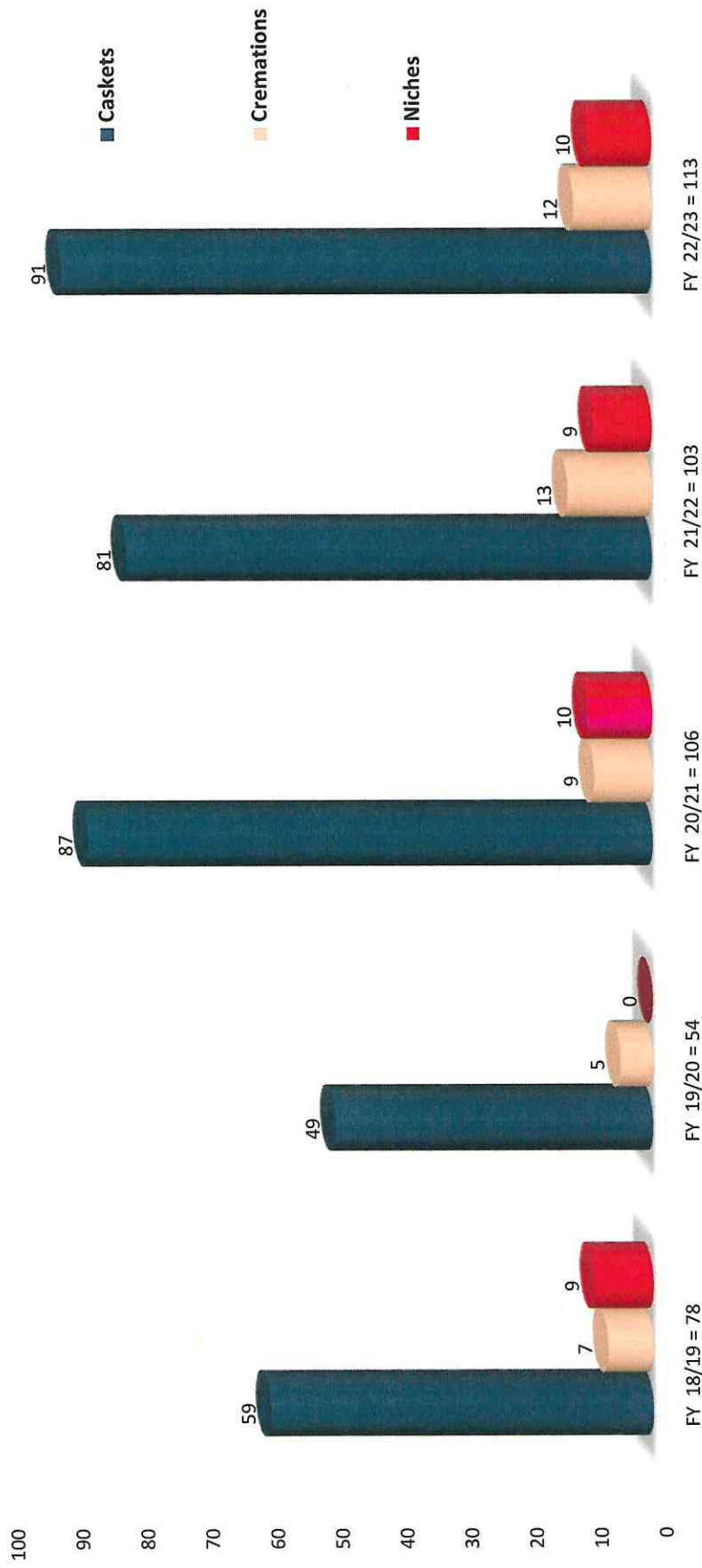
SUNDAY INTERMENTS

| | Prior Months | | September | | FY 2022/2023 YTD Totals | | FY 2021/2022 YTD Totals | |
|---------------|--------------|----------|-----------|----------|----------------------------|----------|----------------------------|----------|
| | DMP | WMC | DMP | WMC | DMP | WMC | DMP | WMC |
| Adult | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Child | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Cremation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Niche | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

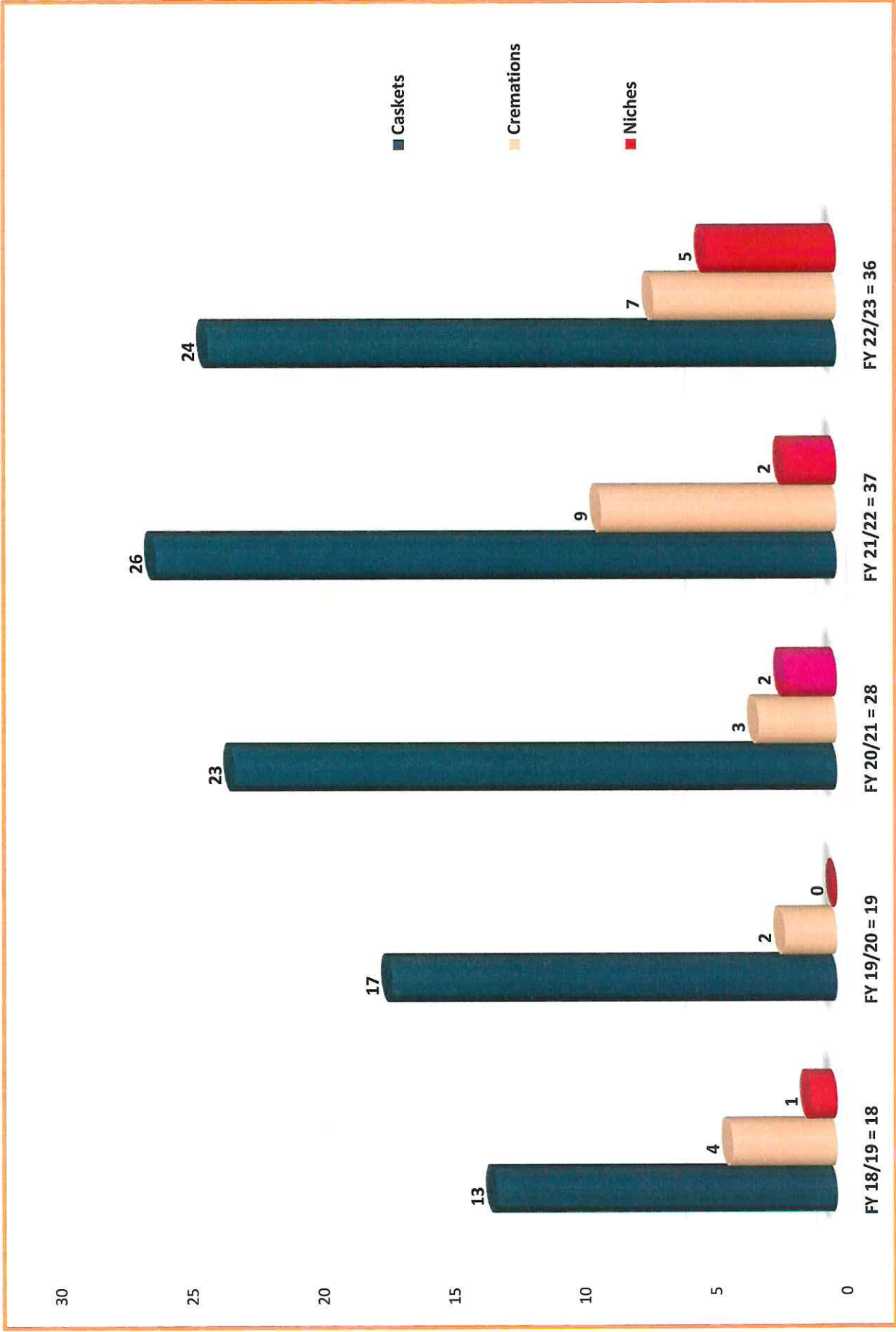
PSCD Site Sales by Fiscal Years 18/19 to 22/23 for the Month of September



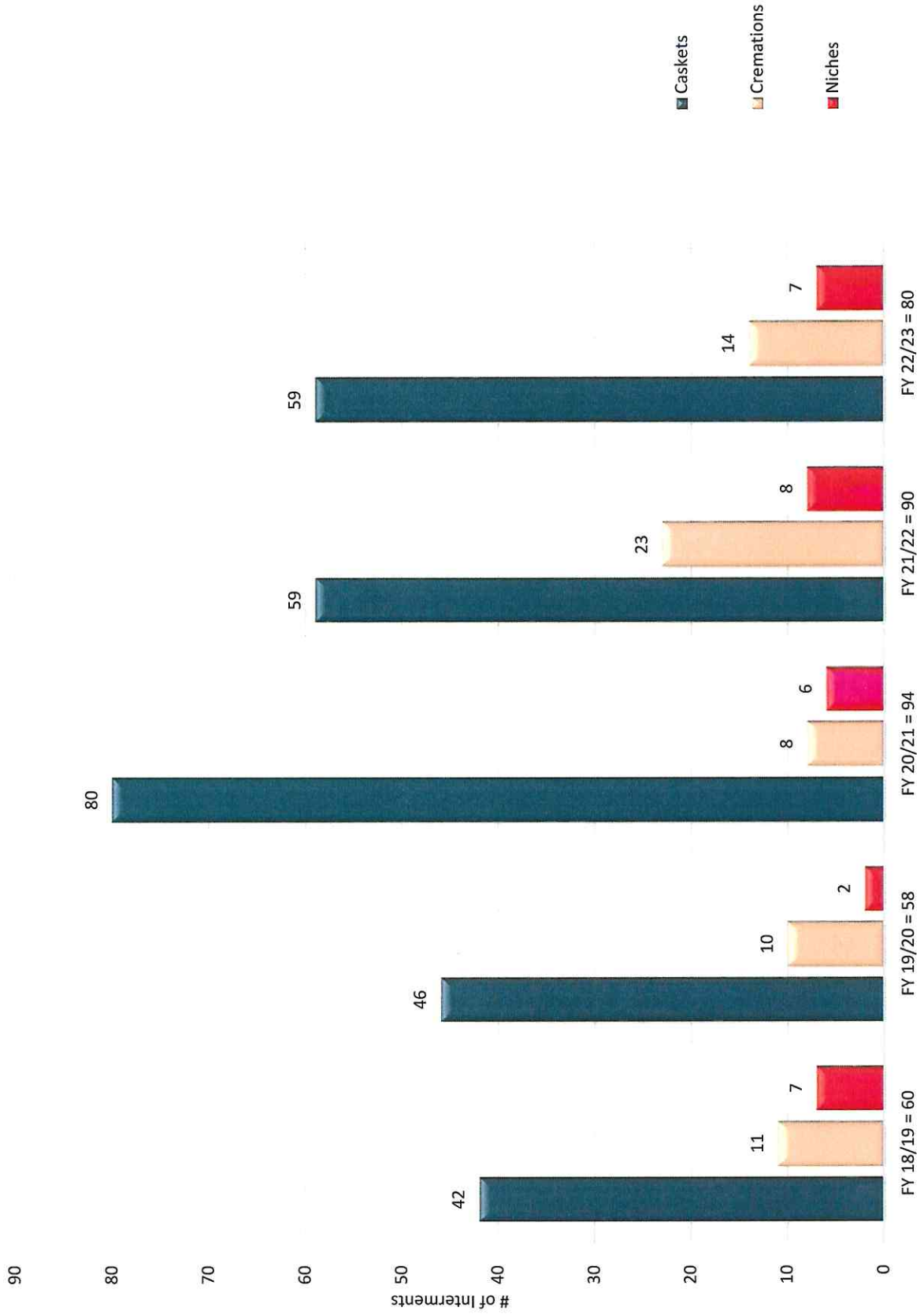
PSCD Site Sales by Fiscal Years 18/19 - 22/23 thru SEPTEMBER



**PSCD INTERMENTS by Fiscal Years 18/19 - 22/23:
For the month of September**



PSCD INTERMENTS BY FISCAL YEARS 18/19 - 22/23 thru SEPTEMBER



PALM SPRINGS CEMETERY DIST
INCOME STATEMENT - GENERAL FUND
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2022

| | PTD ACTUAL | PTD PRIOR YEAR | VARIANCE | YTD ACTUAL | YTD PRIOR YEAR | VARIANCE |
|------------------------------------|--------------------|--------------------|------------------|---------------------|---------------------|-------------------|
| REVENUE | | | | | | |
| OPEN AND CLOSE | 30,835.00 | 38,765.00 | (7,930.00) | 83,045.00 | 80,530.00 | 2,515.00 |
| MISC SPECIAL SET-UP | 225.00 | 0.00 | 225.00 | 225.00 | 0.00 | 225.00 |
| RETURNED CHECK BANK CHARGE | 90.00 | 0.00 | 90.00 | 90.00 | 60.00 | 30.00 |
| INTEREST RECEIVED | 0.70 | 1.38 | (0.68) | 1.86 | 4.17 | (2.31) |
| LAND LEASE | 24,036.30 | 0.00 | 24,036.30 | 24,036.30 | 0.00 | 24,036.30 |
| MISC INCOME | 0.00 | 0.00 | 0.00 | 3.59 | 100.00 | (96.41) |
| CREDIT CARD CONVEN FEE | 832.65 | 625.77 | 206.88 | 1,856.81 | 1,715.86 | 140.95 |
| VAULTS | 1,475.00 | 630.00 | 845.00 | 3,115.00 | 2,420.00 | 695.00 |
| CREMATION VAULTS | 360.00 | 900.00 | (540.00) | 720.00 | 2,430.00 | (1,710.00) |
| LINERS | 3,090.00 | 3,748.00 | (658.00) | 8,840.00 | 6,128.00 | 2,712.00 |
| GRAVE VASES | 1,140.00 | 1,676.75 | (536.75) | 3,926.75 | 3,971.75 | (45.00) |
| ENR SURCHARGE | 3,540.00 | 6,090.00 | (2,550.00) | 11,650.00 | 14,320.00 | (2,670.00) |
| LOT TRANSFERS | 300.00 | 0.00 | 300.00 | 600.00 | 0.00 | 600.00 |
| COUNTY INTEREST INCOME | 0.00 | 171.35 | (171.35) | 0.00 | 171.35 | (171.35) |
| HANDLING FEE | 10,015.00 | 11,585.00 | (1,570.00) | 26,485.00 | 24,070.00 | 2,415.00 |
| PRENEED CONTRACT SERVICE CHG | 1,400.00 | 1,500.00 | (100.00) | 3,200.00 | 4,200.00 | (1,000.00) |
| VASE/HDSTN SET & CLEAN | 5,585.00 | 5,690.00 | (105.00) | 13,185.00 | 18,825.00 | (5,640.00) |
| TOTAL REVENUE | 82,924.65 | 71,383.25 | 11,541.40 | 180,980.31 | 158,946.13 | 22,034.18 |
| EXPENSES | | | | | | |
| REGULAR SALARIES | 20,885.23 | 21,090.53 | (205.30) | 62,730.70 | 69,439.88 | (6,709.18) |
| BOT MEETING COMPENSATION | 897.95 | 0.00 | 897.95 | 2,155.08 | 718.36 | 1,436.72 |
| BOT CONFERENCES | 0.00 | 0.00 | 0.00 | 2,175.00 | 0.00 | 2,175.00 |
| BOT TRAVEL & EXPENSES | 0.00 | 0.00 | 0.00 | 34.60 | 0.00 | 34.60 |
| RETIREMENT/PENSION | 1,431.28 | 1,324.66 | 106.62 | 4,995.33 | 4,647.68 | 347.65 |
| FICA | 1,340.75 | 1,297.81 | 42.94 | 3,993.50 | 4,315.49 | (321.99) |
| MEDICARE | 313.56 | 303.52 | 10.04 | 933.96 | 1,009.27 | (75.31) |
| EMPLOYEE GROUP INSURANCE | 4,889.51 | 6,463.97 | (1,574.46) | 14,718.08 | 19,328.18 | (4,610.10) |
| RETIREE GROUP INSURANCE | 383.20 | 764.41 | (381.21) | 1,149.29 | 2,293.10 | (1,143.81) |
| UNEMPLOYMENT INSURANCE | 48.49 | 107.14 | (58.65) | 116.38 | 151.68 | (35.30) |
| WORKERS COMP INSURANCE | 1,537.21 | 49.76 | 1,487.45 | 4,625.69 | 403.98 | 4,221.71 |
| ELECTRICITY | 9,166.07 | 8,557.70 | 608.37 | 27,918.58 | 25,826.48 | 2,092.10 |
| TELEPHONE | 718.41 | 702.99 | 15.42 | 2,232.88 | 2,134.84 | 98.04 |
| WATER | 4,486.48 | 4,807.51 | (321.03) | 9,422.41 | 9,605.91 | (183.50) |
| VISA-MASTER CHG FEES | 677.05 | 740.93 | (63.88) | 1,559.29 | 1,892.13 | (332.84) |
| RETURNED CHECK | 15.00 | 0.00 | 15.00 | 30.00 | 0.00 | 30.00 |
| COUNTY SERVICE CHARGE | 125.88 | 93.98 | 31.90 | 232.62 | 187.85 | 44.77 |
| EDUCATION | 0.00 | 0.00 | 0.00 | 121.40 | 0.00 | 121.40 |
| GENERAL INSURANCE | 2,430.47 | 2,117.83 | 312.64 | 7,291.41 | 6,353.49 | 937.92 |
| LEGAL | 0.00 | 1,002.00 | (1,002.00) | 0.00 | 1,002.00 | (1,002.00) |
| LOT REPURCHASE | 0.00 | 0.00 | 0.00 | 6,350.00 | 900.00 | 5,450.00 |
| OFFICE EXPENSE | 1,242.58 | 1,250.58 | (8.00) | 5,656.48 | 4,461.26 | 1,195.22 |
| TRAVEL & CONVENTION | 0.00 | 0.00 | 0.00 | 684.59 | 0.00 | 684.59 |
| UNIFORMS & SAFETY EQUIPMENT | 97.86 | 0.00 | 97.86 | 97.86 | 0.00 | 97.86 |
| MTG EXP & SUPPLIES | 0.00 | 0.00 | 0.00 | 192.71 | 0.00 | 192.71 |
| ADVERTISING/PUBLICITY | 181.10 | 181.10 | 0.00 | 579.73 | 442.20 | 137.53 |
| MEMBERSHIP & DUES | 384.16 | 0.00 | 384.16 | 1,194.16 | 450.00 | 744.16 |
| CA EDUCATION & TRAINING (EDD) | 0.90 | 0.00 | 0.90 | 2.16 | 0.00 | 2.16 |
| AUTO TRUCK EXPENSE | 417.29 | 921.93 | (504.64) | 499.76 | 921.93 | (422.17) |
| LARGE EQUIPMENT REPAIRS | 0.00 | 0.00 | 0.00 | 423.68 | 0.00 | 423.68 |
| EQUIPMENT REPAIRS | 0.00 | 0.00 | 0.00 | 31.53 | 0.00 | 31.53 |
| IRRIGATION SYSTEM REPAIRS | 0.00 | 557.17 | (557.17) | 423.47 | 3,374.54 | (2,951.07) |
| GASOLINE, OIL, TIRES | 0.00 | 402.99 | (402.99) | 267.50 | 402.99 | (135.49) |
| PLANT & BUILDING | 2,000.20 | 956.79 | 1,043.41 | 5,500.82 | 2,096.73 | 3,404.09 |
| TOOLS & SUPPLIES | 67.61 | 977.13 | (909.52) | 67.61 | 1,013.56 | (945.95) |
| GRAVE LINERS & VAULTS | 5,925.42 | 4,630.00 | 1,295.42 | 13,140.42 | 10,816.21 | 2,324.21 |
| GRAVE VASES | 911.66 | 660.22 | 251.44 | 2,597.63 | 2,525.41 | 72.22 |
| CONTRACT TREE/GARDEN MAINTNCE | 24,488.62 | 24,731.13 | (242.51) | 49,188.62 | 49,431.13 | (242.51) |
| SECURITY CAMERA EXPENSE | 0.00 | 179.70 | (179.70) | 179.70 | 179.70 | 0.00 |
| DMP GROUNDS SECURITY | 825.00 | 725.00 | 100.00 | 2,475.00 | 2,175.00 | 300.00 |
| COVID-19 EXPENSES | 126.15 | 73.84 | 52.31 | 126.15 | 101.51 | 24.64 |
| TOTAL EXPENSES | (86,015.09) | (85,672.32) | (342.77) | (236,115.78) | (228,602.49) | (7,513.29) |
| NET CHANGE FROM OPERATIONS | (3,090.44) | (14,289.07) | 11,198.63 | (55,135.47) | (69,656.36) | 14,520.89 |
| OTHER REVENUE & EXPENSE | | | | | | |
| TOTAL OTHER REVENUE & EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NET CHANGE | (3,090.44) | (14,289.07) | 11,198.63 | (55,135.47) | (69,656.36) | 14,520.89 |

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

| | PTD ACTUAL | PTD BUDGET | VARIANCE | YTD ACTUAL | ANNUAL BUDGET | VARIANCE |
|------------------------------------|-------------------|--------------------|--------------------|--------------------|---------------------|-----------------------|
| REVENUE | | | | | | |
| OPEN AND CLOSE | 30,835.00 | 25,787.00 | 5,048.00 | 83,045.00 | 309,450.00 | (226,405.00) |
| MISC SPECIAL SET-UP | 225.00 | 75.00 | 150.00 | 225.00 | 900.00 | (675.00) |
| RETURNED CHECK BANK CHARGE | 90.00 | 6.00 | 84.00 | 90.00 | 70.00 | 20.00 |
| INTEREST RECEIVED | 0.70 | 1.00 | (0.30) | 1.86 | 20.00 | (18.14) |
| LAND LEASE | 24,036.30 | 6,103.00 | 17,933.30 | 24,036.30 | 73,236.00 | (49,199.70) |
| MISC INCOME | 0.00 | 0.00 | 0.00 | 3.59 | 0.00 | 3.59 |
| CREDIT CARD CONVEN FEE | 832.65 | 713.00 | 119.65 | 1,856.81 | 8,550.00 | (6,693.19) |
| LATE FEE | 0.00 | 750.00 | (750.00) | 0.00 | 9,000.00 | (9,000.00) |
| SAT INTERMENT SURCHARGE | 0.00 | 1,633.00 | (1,633.00) | 0.00 | 19,600.00 | (19,600.00) |
| SUN INTERMENT SURCHARGE | 0.00 | 733.00 | (733.00) | 0.00 | 8,800.00 | (8,800.00) |
| TAX COLLECTIONS | 0.00 | 35,071.00 | (35,071.00) | 0.00 | 420,850.00 | (420,850.00) |
| VAULTS | 1,475.00 | 1,638.00 | (163.00) | 3,115.00 | 19,650.00 | (16,535.00) |
| CREMATION VAULTS | 360.00 | 0.00 | 360.00 | 720.00 | 0.00 | 720.00 |
| LINERS | 3,090.00 | 2,232.00 | 858.00 | 8,840.00 | 26,780.00 | (17,940.00) |
| GRAVE VASES | 1,140.00 | 1,033.00 | 107.00 | 3,926.75 | 12,400.00 | (8,473.25) |
| MEMORIAL WALL INCOME | 0.00 | 25.00 | (25.00) | 0.00 | 300.00 | (300.00) |
| ENR SURCHARGE | 3,540.00 | 4,075.00 | (535.00) | 11,650.00 | 48,900.00 | (37,250.00) |
| LOT TRANSFERS | 300.00 | 83.00 | 217.00 | 600.00 | 1,000.00 | (400.00) |
| COUNTY INTEREST INCOME | 0.00 | 46.00 | (46.00) | 0.00 | 550.00 | (550.00) |
| HANDLING FEE | 10,015.00 | 8,179.00 | 1,836.00 | 26,485.00 | 98,145.00 | (71,660.00) |
| PRENEED CONTRACT SERVICE CHG | 1,400.00 | 1,133.00 | 267.00 | 3,200.00 | 13,600.00 | (10,400.00) |
| VASE/HDSTN SET & CLEAN | 5,585.00 | 5,117.00 | 468.00 | 13,185.00 | 61,400.00 | (48,215.00) |
| TOTAL REVENUE | 82,924.65 | 94,433.00 | (11,508.35) | 180,980.31 | 1,133,201.00 | (952,220.69) |
| EXPENSES | | | | | | |
| REGULAR SALARIES | 20,885.23 | 27,141.00 | (6,255.77) | 62,730.70 | 325,689.00 | (262,958.30) |
| BOT MEETING COMPENSATION | 897.95 | 1,122.00 | (224.05) | 2,155.08 | 13,469.00 | (11,313.92) |
| BOT CONFERENCES | 0.00 | 208.00 | (208.00) | 2,175.00 | 2,500.00 | (325.00) |
| BOT TRAVEL & EXPENSES | 0.00 | 250.00 | (250.00) | 34.60 | 3,000.00 | (2,965.40) |
| COVID-19 PAYROLL | 0.00 | 167.00 | (167.00) | 0.00 | 2,000.00 | (2,000.00) |
| TEMPORARY HELP | 0.00 | 833.00 | (833.00) | 0.00 | 10,000.00 | (10,000.00) |
| RETIREMENT/PENSION | 1,431.28 | 1,912.00 | (480.72) | 4,995.33 | 22,938.00 | (17,942.67) |
| FICA | 1,340.75 | 1,671.00 | (330.25) | 3,993.50 | 20,052.00 | (16,058.50) |
| MEDICARE | 313.56 | 418.00 | (104.44) | 933.96 | 5,016.00 | (4,082.04) |
| EMPLOYEE GROUP INSURANCE | 4,889.51 | 7,113.00 | (2,223.49) | 14,718.08 | 85,356.00 | (70,637.92) |
| RETIREE GROUP INSURANCE | 383.20 | 414.00 | (30.80) | 1,149.29 | 4,969.00 | (3,819.71) |
| UNEMPLOYMENT INSURANCE | 48.49 | 283.00 | (234.51) | 116.38 | 3,395.00 | (3,278.62) |
| WORKERS COMP INSURANCE | 1,537.21 | 1,645.00 | (107.79) | 4,625.69 | 19,742.00 | (15,116.31) |
| ELECTRICITY | 9,166.07 | 5,529.00 | 3,637.07 | 27,918.58 | 66,350.00 | (38,431.42) |
| TELEPHONE | 718.41 | 671.00 | 47.41 | 2,232.88 | 8,050.00 | (5,817.12) |
| WATER | 4,486.48 | 3,354.00 | 1,132.48 | 9,422.41 | 40,250.00 | (30,827.59) |
| COMMUNITY OUTREACH | 0.00 | 83.00 | (83.00) | 0.00 | 1,000.00 | (1,000.00) |
| VISA-MASTER CHG FEES | 677.05 | 750.00 | (72.95) | 1,559.29 | 9,000.00 | (7,440.71) |
| RETURNED CHECK | 15.00 | 8.00 | 7.00 | 30.00 | 100.00 | (70.00) |
| COUNTY SERVICE CHARGE | 125.88 | 92.00 | 33.88 | 232.62 | 1,100.00 | (867.38) |
| EDUCATION | 0.00 | 33.00 | (33.00) | 121.40 | 400.00 | (278.60) |
| GENERAL INSURANCE | 2,430.47 | 2,449.00 | (18.53) | 7,291.41 | 29,391.00 | (22,099.59) |
| LEGAL | 0.00 | 1,458.00 | (1,458.00) | 0.00 | 17,500.00 | (17,500.00) |
| LOT REPURCHASE | 0.00 | 625.00 | (625.00) | 6,350.00 | 7,500.00 | (1,150.00) |
| OFFICE EXPENSE | 1,242.58 | 1,583.00 | (340.42) | 5,656.48 | 19,000.00 | (13,343.52) |
| TRAVEL & CONVENTION | 0.00 | 500.00 | (500.00) | 684.59 | 6,000.00 | (5,315.41) |
| UNIFORMS & SAFETY EQUIPMENT | 97.86 | 92.00 | 5.86 | 97.86 | 1,100.00 | (1,002.14) |
| MTG EXP & SUPPLIES | 0.00 | 67.00 | (67.00) | 192.71 | 800.00 | (607.29) |
| CONTRIBUTIONS | 0.00 | 17.00 | (17.00) | 0.00 | 200.00 | (200.00) |
| AUDIT | 0.00 | 683.00 | (683.00) | 0.00 | 8,200.00 | (8,200.00) |
| ADVERTISING/PUBLICITY | 181.10 | 333.00 | (151.90) | 579.73 | 4,000.00 | (3,420.27) |
| MEMBERSHIP & DUES | 384.16 | 500.00 | (115.84) | 1,194.16 | 6,000.00 | (4,805.84) |
| CA EDUCATION & TRAINING (EDD) | 0.90 | 0.00 | 0.90 | 2.16 | 0.00 | 2.16 |
| AUTO TRUCK EXPENSE | 417.29 | 292.00 | 125.29 | 499.76 | 3,500.00 | (3,000.24) |
| LARGE EQUIPMENT REPAIRS | 0.00 | 333.00 | (333.00) | 423.68 | 4,000.00 | (3,576.32) |
| EQUIPMENT REPAIRS | 0.00 | 83.00 | (83.00) | 31.53 | 1,000.00 | (968.47) |
| IRRIGATION SYSTEM REPAIRS | 0.00 | 692.00 | (692.00) | 423.47 | 8,300.00 | (7,876.53) |
| FERTILIZER AND SEED | 0.00 | 1,667.00 | (1,667.00) | 0.00 | 20,000.00 | (20,000.00) |
| GASOLINE, OIL, TIRES | 0.00 | 808.00 | (808.00) | 267.50 | 9,700.00 | (9,432.50) |
| PLANT & BUILDING | 2,000.20 | 1,667.00 | 333.20 | 5,500.82 | 20,000.00 | (14,499.18) |
| ROAD MAINTENANCE | 0.00 | 7,446.00 | (7,446.00) | 0.00 | 89,355.00 | (89,355.00) |
| TOOLS & SUPPLIES | 67.61 | 250.00 | (182.39) | 67.61 | 3,000.00 | (2,932.39) |
| GRAVE LINERS & VAULTS | 5,925.42 | 3,988.00 | 1,937.42 | 13,140.42 | 47,850.00 | (34,709.58) |
| GRAVE VASES | 911.66 | 709.00 | 202.66 | 2,597.63 | 8,510.00 | (5,912.37) |
| CONTRACT TREE/GARDEN MAINTNCE | 24,488.62 | 24,700.00 | (211.38) | 49,188.62 | 296,400.00 | (247,211.38) |
| CONTRACT BURIALS | 0.00 | 417.00 | (417.00) | 0.00 | 5,000.00 | (5,000.00) |
| SECURITY CAMERA EXPENSE | 0.00 | 125.00 | (125.00) | 179.70 | 1,500.00 | (1,320.30) |
| DMP GROUNDS SECURITY | 825.00 | 725.00 | 100.00 | 2,475.00 | 8,700.00 | (6,225.00) |
| COVID-19 EXPENSES | 126.15 | 42.00 | 84.15 | 126.15 | 500.00 | (373.85) |
| TOTAL EXPENSES | 86,015.09 | 105,948.00 | (19,932.91) | 236,115.78 | 1,271,382.00 | (1,035,266.22) |
| NET CHANGE FROM OPERATIONS | (3,090.44) | (11,515.00) | 8,424.56 | (55,135.47) | (138,181.00) | 83,045.53 |
| OTHER REVENUE & EXPENSE | | | | | | |
| RESERVES TRANSFERRED IN | 0.00 | 13,182.00 | (13,182.00) | 0.00 | 158,181.00 | (158,181.00) |
| OTHER EXPENSE APPROP CONTING | 0.00 | (1,667.00) | 1,667.00 | 0.00 | (20,000.00) | 20,000.00 |
| NET CHANGE | (3,090.44) | 0.00 | (3,090.44) | (55,135.47) | 0.00 | (55,135.47) |

**ACCUMULATIVE CAPITAL OUTLAY
INCOME STATEMENT
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2022**

| | PTD ACTUAL | PTD PRIOR YEAR | VARIANCE | YTD ACTUAL | YTD PRIOR YEAR | VARIANCE |
|--|------------------|-------------------|---------------|-------------------|-------------------|--------------------|
| REVENUE | | | | | | |
| BURIAL RIGHT SALES | 44,270.00 | 32,175.00 | 12,095.00 | 83,520.00 | 76,615.00 | 6,905.00 |
| CURRENT INTEREST & DIVIDENDS | 5,764.33 | 3,818.13 | 1,946.20 | 8,846.11 | 5,757.53 | 3,088.58 |
| COUNTY INTEREST INCOME | 0.00 | 590.00 | (590.00) | 0.00 | 590.00 | (590.00) |
| GAIN/INVEST FAIR VALUE INCREAS | (19,377.99) | (6,154.90) | (13,223.09) | (23,300.05) | (2,478.55) | (20,821.50) |
| TOTAL REVENUE | <u>30,656.34</u> | <u>30,428.23</u> | <u>228.11</u> | <u>69,066.06</u> | <u>80,483.98</u> | <u>(11,417.92)</u> |
| | <u>30,656.34</u> | <u>30,428.23</u> | <u>228.11</u> | <u>69,066.06</u> | <u>80,483.98</u> | <u>(11,417.92)</u> |
| EXPENSES | | | | | | |
| INVESTMENT ADVISOR FEES | 0.00 | 0.00 | 0.00 | 1,273.66 | 1,321.38 | (47.72) |
| TOTAL EXPENSES | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(1,273.66)</u> | <u>(1,321.38)</u> | <u>47.72</u> |
| NET CHANGE FROM OPERATIONS | <u>30,656.34</u> | <u>30,428.23</u> | <u>228.11</u> | <u>67,792.40</u> | <u>79,162.60</u> | <u>(11,370.20)</u> |
| OTHER REVENUE & EXPENSE | | | | | | |
| REVENUE TRANSFERRED IN | 0.00 | 0.00 | 0.00 | 3,200.00 | 0.00 | 3,200.00 |
| TOTAL OTHER REVENUE & EXPENSE | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>3,200.00</u> | <u>0.00</u> | <u>3,200.00</u> |
| NET CHANGE | <u>30,656.34</u> | <u>30,428.23</u> | <u>228.11</u> | <u>70,992.40</u> | <u>79,162.60</u> | <u>(8,170.20)</u> |

**ENDOWMENT CARE FUND
INCOME STATEMENT
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2022**

| | PTD ACTUAL | PTD PRIOR YEAR | VARIANCE | YTD ACTUAL | YTD PRIOR YEAR | VARIANCE |
|------------------------------|--------------------|-------------------|--------------------|--------------------|-------------------|--------------------|
| REVENUE | | | | | | |
| WMC ENDOWMENT CARE | 0.00 | 0.00 | 0.00 | 60.00 | 35.00 | 25.00 |
| ENDOWMENT CARE DEPOSITS | 36,422.81 | 27,118.41 | 9,304.40 | 74,584.81 | 68,579.82 | 6,004.99 |
| CURRENT INTEREST & DIVIDENDS | 3,565.21 | 5,745.63 | (2,180.42) | 9,130.86 | 8,019.21 | 1,111.65 |
| COUNTY INTEREST INCOME | 0.00 | 481.65 | (481.65) | 0.00 | 481.65 | (481.65) |
| GAIN/LOSS INVESTMENT FMV | (97,283.74) | (11,493.05) | (85,790.69) | (107,000.13) | (10,507.70) | (96,492.43) |
| TOTAL REVENUE | (57,295.72) | 21,852.64 | (79,148.36) | (23,224.46) | 66,607.98 | (89,832.44) |
| EXPENSES | | | | | | |
| INVESTMENT ADVISOR FEES | 0.00 | 0.00 | 0.00 | 7,035.09 | 7,355.92 | (320.83) |
| TOTAL EXPENSES | 0.00 | 0.00 | 0.00 | 7,035.09 | 7,355.92 | (320.83) |
| NET CHANGE | (57,295.72) | 21,852.64 | (79,148.36) | (30,259.55) | 59,252.06 | (89,511.61) |

**PRENEED FUND
INCOME STATEMENT
FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2022**

| | PTD ACTUAL | PTD PRIOR YEAR | VARIANCE | YTD ACTUAL | YTD PRIOR YEAR | VARIANCE |
|--------------------------------|------------------|-------------------|-----------------|------------------|-------------------|--------------------|
| REVENUE | | | | | | |
| CURRENT SALES | 27,561.85 | 19,083.17 | 8,478.68 | 76,921.96 | 59,877.76 | 17,044.20 |
| CURRENT DEFERRED REVENUE | 26,304.42 | 15,051.41 | 11,253.01 | 33,660.16 | 38,856.58 | (5,196.42) |
| CURRENT INTEREST & DIVIDENDS | 5,872.10 | 5,135.14 | 736.96 | 11,027.14 | 8,240.55 | 2,786.59 |
| COUNTY INTEREST INCOME | 0.00 | 332.81 | (332.81) | 0.00 | 332.81 | (332.81) |
| GAIN/INVEST FAIR VALUE INCREAS | (30,012.06) | (9,302.32) | (20,709.74) | (38,068.88) | (3,724.89) | (34,343.99) |
| TOTAL REVENUE | 29,726.31 | 30,300.21 | (573.90) | 83,540.38 | 103,582.81 | (20,042.43) |
| EXPENSES | | | | | | |
| INVESTMENT FEES | 0.00 | 0.00 | 0.00 | 2,465.76 | 2,566.28 | (100.52) |
| LOSS ON TRANSFER (INTER COSTS) | 0.00 | 0.00 | 0.00 | 467.62 | 0.00 | 467.62 |
| SALES TRANSFR OUT (PRIOR YR) | 0.00 | 0.00 | 0.00 | 3,200.00 | 0.00 | 3,200.00 |
| TOTAL EXPENSES | 0.00 | 0.00 | 0.00 | 6,133.38 | 2,566.28 | 3,567.10 |
| NET CHANGE | 29,726.31 | 30,300.21 | (573.90) | 77,407.00 | 101,016.53 | (23,609.53) |

RESOLUTION NO. 8-2021

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

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

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

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

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

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

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

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

SECTION 1. RECITALS

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

SECTION 2. FINDINGS

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

SECTION 3. CONTINUED AB 361 REMOTE MEETINGS

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

SECTION 4. SEVERABILITY

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

SECTION 5. CERTIFICATION

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

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

APPROVED AND ADOPTED this 13th day of October 2022, by the following roll
call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jan M. Pye, Board Chairperson

ATTEST:

LaFaye M. Platter, Secretary



PALM SPRINGS CEMETERY D I S T R I C T

STAFF REPORT

TO: Board of Trustees
FROM: Kathleen Jurasky, District Manager
Steven B. Quintanilla, General Counsel
DATE: October 13, 2022
RE: Resolution Clarifying Sick Leave Policy

Recommendation:

That the Board of Trustees adopt the attached Resolution approving amendments to the District's Sick Leave Policy to clarify the application of Sick Leave to employees employed by the District prior to May 9, 2019.

Background:

When the Board commenced review of the District's Employee Handbook, direction was provided to maintain certain employee benefits for employees employed prior to May 9, 2019, which includes "Sick Leave." In other words, the Board directed the District Manager and General Counsel to maintain certain benefits for the current employees and to make any revisions to such benefits prospective which would be applied to new employees employed on or after May 9, 2019.

Employees employed prior to May 9, 2019, have always been entitled to 96 work hours (12 work days) of annual Sick Leave, provided that the employee has not accumulated 96 work hours (12 work days) or more of unused paid sick leave for the given year. On the other hand, employees employed by the District on or after May 9, 2019, are entitled to accrue two work hours of paid sick leave for every 30 work hours worked, up to a maximum of 48 work hours (6 work days) per year of employment, provided that the employee has not accumulated 48 work hours (6 work days) or more of unused paid sick leave for the given year.

The proposed Sick Leave Policy contained in the attached Resolution reflects the distinction between these two categories of employees.

Attachment –Resolution 8-2022 Clarifying Sick Leave Policy

RESOLUTION NO. 08-2022

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT CLARIFYING SICK LEAVE POLICY

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

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

WHEREAS, Health and Safety Code Section 9020 further provides that the faithful implementation of the District's policies shall be the responsibility of the employees of the District; and

WHEREAS, the District's Employee Handbook is intended to aid new and current employees in understanding the District's employee policies, procedures, and benefits; and

WHEREAS, the District's Employee Handbook also serves to educate supervisors and managers about the District's employee policies, procedures, and benefits and are a ready resource to use in addressing employees' questions and/or concerns about the application of certain policies, procedures, and benefits; and

WHEREAS, the District's Employee Handbook sets forth the uniform application of policies and procedures which promotes consistency of treatment of the District's employees; and

WHEREAS, the District's Employee Handbook should be periodically reviewed and revised as circumstances warrant, such as when state or federal employment law has changed, the District's operations have changed or some provisions have not worked out well from a practicable perspective; and

WHEREAS, the District Manager and General Legal Counsel reviewed the Employee Handbook and recommend certain changes to certain District employee policies for certain legal and practicable reasons.

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

Section 1. Recitals.

That the Recitals set forth above are true and correct.

Section 2. Adoption of Sick Leave Policy

That the following Sick Leave policy is hereby amended as follows:

Section 9.25 Sick Leave ~~Employees Hired On or After May 9, 2019~~

This section applies to all full-time, part-time, hourly, temporary, seasonal, exempt and non-exempt employees ~~hired on or after May 9, 2019.~~

Commencing on the first day of employment, employees hired on or after May 9, 2019, shall be entitled to accrue two work hours of paid sick leave for every 30 work hours worked, up to a maximum of 48 work hours (6 work days) per year of employment, provided that the employee has not accumulated 48 work hours (6 work days) or more of unused paid sick leave for the given year. **Employees hired before May 9, 2019, are entitled to 96 work hours (12 work days) per year of employment, provided that the employee has not accumulated 96 work hours (12 work days) or more of unused paid sick leave for the given year.**

An employee is only entitled to use paid sick leave beginning on his/her 90th day of employment.

Paid sick leave may be used for diagnosis, care or treatment of an existing health condition of, or preventive care for the employee. Employees may also use paid sick leave to care for the employee's child, parent (including parent-in-law), spouse, registered domestic partner, grandparent, grandchild or sibling. Paid sick leave may also be used by an employee who is the victim of domestic violence, sexual assault or stalking.

Employees shall use a minimum of at least two work hours of paid sick leave at a time.

Employees ~~hired on or after May 9, 2019,~~ may not use more than 48 work hours (6 work days) of paid sick leave in any given year. **Employees hired before May 9, 2019, may not use more than 96 work hours (12 work days) of paid sick leave in any given year.**

The rate of pay for paid sick leave for an employee shall be the same as the employee's regular rate of pay for the workweek in which the paid sick leave is taken.

Authorized used paid sick leave will be paid in the next regular payroll period after the authorized paid sick leave was taken.

Employees shall make a verbal or written request to use paid sick leave as soon as practicable. If the employee's need to use paid sick leave is foreseeable in the future, the employee shall provide the District Manager with reasonable advance notice. No medical certification or doctor's note is required to verify an employee's request to use paid sick leave.

Employees may carry over any unused paid sick leave to the following year of employment provided that the amount of accumulated unused paid sick leave during that following year will not exceed 48 work hours (6 work days) **or 96 work hours (12 work days) if the employee was hired before May 9, 2019.** After accumulating 48 work hours (6 work days), **or 96 work hours (12 work days) if the employee was hired before May 9, 2019,** of unused paid sick leave during any given year, the employee shall not be entitled to accrue any additional paid sick leave for that year, unless the employee reduces his/her total accumulated unused paid sick leave at or below the 48 work hours (6 work days), **or 96 work hours (12 work days) if the employee was hired before May 9, 2019,** ~~maximum accumulated limit.~~

Section 3. District Manager Authorization.

That the District Manager is authorized to place these policies in an organized manner in the District's Employee Handbook and to prepare any forms the District Manager, in consultation with General Legal Counsel, deem are necessary or convenient to administering or implementing any particular policy.

Section 4. Necessary Actions.

That the Board of Trustees hereby directs and authorizes the District Manager and designee and other appropriate staff members and District officials to take all necessary and appropriate actions to effectuate the purpose of this Resolution subject to any modifications as may be approved by the Board of Trustees from time to time during the State of Emergency.

Section 5. Severability.

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

Section 6. Repeal of Conflicting Provisions.

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

Section 7. Effective Date.

That this Resolution shall take effect upon its adoption.

Section 8. Certification.

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

PASSED, APPROVED AND ADOPTED on this 13th day of October 2022.

Jan M. Pye, Chairperson

ATTEST:

LaFaye M. Platter, Secretary

APPROVED AS TO FORM:

Steven B. Quintanilla, General Counsel

SUNNYLANDS GARDENS



- ① Great Lawn: Film screening, altars, nichos
- ② Free event parking/DOHC Mobile Health Clinic
- ③ Wildflower Field: Altars/installations

Friday hours: 8:30 am to 9 pm (evening programming)

Join us and our community partners on November 2–6, Wednesday through Sunday, as we honor and celebrate *Día de los Muertos* in the Sunnylands gardens. Guests can walk the gardens as they enjoy some of the customary elements of this tradition: colorful *papel picado* (decorative cut paper) and *ofrendas* (altars) designed by local nonprofit organizations. Garden boards with information on the Day of the Dead and small, take-home activities can be found throughout the gardens, as well as a free workshop in the Studio.

- Altars will be installed in the gardens by the following organizations:
 - [Palm Springs Art Museum](#)
 - [Animal Samaritans](#)
 - [Reliance Hospice](#)
 - [Palm Springs Cemetery District](#)
 - [The Original Certified Farmers' Markets of the Coachella Valley](#)
 - [Children's Discovery Museum of the Desert](#)
 - [The S.C.R.A.P. Gallery](#)

**AMVETS POST 66
VETERANS FOR PEACE**

**VETERANS DAY CEREMONY
TO HONOR ALL VETERANS**

10:00 AM, Friday, November 11, 2022

**Desert Memorial Park
31-705 Da Vall Drive
Cathedral City CA**

SPEAKERS:

**Mayor Lisa Middleton
Mayor Pro Tem Rita Lamb**

MUSIC

**FREE AND OPEN
TO THE PUBLIC**

**Call Tom Swann Hernandez
at (760) 324-5670
or tomswannhernandez@earthlink.net**

**WE NEED SPONSORS!
FOR VETERANS DAY CEREMONY**

Agenda Item 12b3

STRATEGIC BAROMETER DASHBOARD AND STRATEGIC BAROMETER

Palm Springs Cemetery District Strategic Barometer Dashboard

Highlights of Key Measures of 2019-2024 Plan Progress

| DISTRICT IMAGE/REPUTATION | |
|--------------------------------|--|
| 85% | District Delivers Affordable Interment Services Goal: 70% |
| 90% | District Delivers Attractive/Safe/Serene Cemeteries Goal: 70% |
| SERVICE QUALITY | |
| 10%+ | Share of Interment Families Contacted Annually Goal: 10% |
| 45% | Share of Pre-Need Families Contacted Annually Goal: 10% |
| 100% | Share of Grounds & Facilities Meeting Standards Goal: 100% |
| COMMUNITY ENGAGEMENT | |
| 3 | Events Hosted/Co-Sponsored/Partnered by PSCD Goal: 4 |
| 10,000 | Residents Attending Event at a PSCD Cemetery Goal: Up to 10,000 |
| 2,000 | Residents Attending One PSCD Historical Event Goal: 2,000 |
| FINANCIAL MANAGEMENT | |
| \$8,500 | Veterans Pavilion Renovation Budget Ceiling Goal: \$750,000 |
| \$0 | Family Picnic Area Construction Budget Ceiling Goal: \$100,000 |
| \$0 | Financial/Data/Guidance Technology Budget Ceiling Goal: \$50,000 |
| \$154,050 | Landscape Interment Project Budget Ceiling Goal: \$1,410,500 |
| PUBLIC UNDERSTANDING/AWARENESS | |
| 72% | Public Understands Value of Public Cemeteries Goal: 70% |
| 75% | Public Recognizes Desert Memorial Park Separate Entity Goal: 70% |
| FAMILY SATISFACTION | |
| 0.0% | Share of Interments Resulting in Family Complaint Goal: <1% |
| 92 | Annual Number of Referrals From Families Goal: 20 |
| 1/31/20 | Green Burial Policy Developed (Approved 3-12-20) Goal: 1/31/20 |
| COMMUNITY ENGAGEMENT | |
| 5/15/22 | Deadline for Renovation of Veterans Pavilion Goal: 5/15/22 |
| 6/30/22 | Deadline for Development of Family Picnic Area Goal: 6/30/22 |
| 0 | Charter Membership of Friends of PSCD Goal: 20 by 6/30/21 |
| TECHNOLOGY MANAGEMENT | |
| 6/30/23 | Deadline for Technology Upgrade Acquisition Goal: 6/30/22 |
| 6/30/24 | Deadline for Technology Upgrade Deployment Goal: 6/30/24 |

Palm Springs Cemetery District Strategic Barometer

Key Performance Indicators of 2019-2024 Plan Progress: District Image/Reputation

| Key Performance Indicator | Goal | Measure as of 9/30/22 | Health Key | Remarks |
|---|------|--------------------------|--|---|
| A majority of PSCD stakeholders believe the District provides affordable interment services | 70% | 85% | Green = 70%+ Yellow=55%-69% Red=<55% | <i>Based on the returned surveys most say services are affordable</i> |
| A majority of PSCD stakeholders believe the District provides an attractive, safe and serene cemetery environment | 70% | 90% | Green = 70%+ Yellow=55%-69% Red=<55% | <i>We constantly get positive compliments regarding the appearance of the cemetery grounds in person and on surveys</i> |

Palm Springs Cemetery District Strategic Barometer

Key Performance Indicators of 2019-2024 Plan Progress: Service Quality

| Key Performance Indicator | Goal | Measure as of 9/30/22 | Health Key | Remarks |
|---|------|--------------------------|--|---|
| The District makes contact annually with the families of those interred in a PSCD cemetery (for whom we have current contact information) | 10% | 10%+ | Green = 10%+ Yellow=8%-9% Red=<8% | <i>Surveys are sent to all families after burials Also working on a program to increase contact</i> |
| The District makes contact annually with those holding pre-need burial rights to space in a PSCD cemetery | 10% | 45% | Green = 10%+ Yellow=8%-9% Red=<8% | <i>Currently contact is being made due to the requirement of new forms to be signed</i> |
| PSCD grounds and facilities meet District appearance and safety standards each month | 100% | 100% | Green = 100% Yellow=80%-99% Red=<80% | <i>We currently hold monthly safety meetings discussing the ground's appearance, improvements needed and other concerns..</i> |

Palm Springs Cemetery District Strategic Barometer

Key Performance Indicators of 2019-2024 Plan Progress: Community Engagement

| Key Performance Indicator | Goal | Measure as of 9/30/22 | Health Key | Remarks |
|---|--------|--------------------------|---|---|
| PSCD hosts, co-sponsors and partners several public events on District grounds each year | 4 | 3 | Green = 4+ Yellow=3 Red=<3 | <i>PSCD currently hosts Memorial Day Services, Day of the Dead and Wreaths Across America was added in September 2019</i> |
| A significant number of District residents attend at least one public or family event on the grounds of a PSCD cemetery each year | 10,000 | 10000 | Green = 10,000+ Yellow=7,500-9,999 Red=<7,500 | <i>With families visiting, private tours of the cemetery on a daily basis, and the three PSCD events we have exceeded this goal</i> |
| A significant number of District residents attend at least one historical event, program or activity at a District cemetery each year | 2,000 | 2000 | Green = 2,000+ Yellow=1,500-1,999 Red=<1,500 | <i>WMC Historical Tours in the works, Memorial Day, Day of the Dead and Wreaths Across America these goal have been acheived</i> |

Palm Springs Cemetery District Strategic Barometer

Key Performance Indicators of 2019-2024 Plan Progress: Financial Management

| Key Performance Indicator | Goal | Measure as of 9/30/22 | Health Key | Remarks |
|--|-------------|--------------------------|---|--|
| Veterans Chapel renovation is completed on-budget | \$750,000 | \$8,500 | Green = \$750,000 Yellow = \$750,001-\$850,000 Red = >\$850,000 | <i>Roof replaced 9/10/2021. No other projects started</i> |
| Family picnic area is completed on-budget | \$100,000 | \$0 | Green = \$100,000 Yellow = \$100,001-\$110,000 Red = >\$110,000 | <i>Project has not started, no expenditures to date</i> |
| Financial, data management and visitor guidance software is deployed on-budget | \$50,000 | \$0 | Green = \$50,000 Yellow = \$50,001-\$60,000 Red = >\$60,000 | <i>Project has not started, no expenditures to date, however District Manager currently investigating a new company</i> |
| Phase One of the Landscape Interment Project is completed on-budget | \$1,410,500 | \$154,050 | Green = \$1,410,500 Yellow = \$1,410,501-\$1,560,000 Red = >\$1,560,000 | <i>Landscape design, construction documents and coordination almost complete. Plans for permitting to the City by 11-30-22</i> |

Palm Springs Cemetery District Strategic Barometer

Key Performance Indicators of 2019-2024 Plan Progress: Public Understanding & Awareness

| Key Performance Indicator | Goal | Measure as of 9/30/22 | Health Key | Remarks |
|--|------|--------------------------|--|--|
| A majority of PSCD stakeholders clearly understand the value a public cemetery offers the community | 70% | 72% | Green = 70%+ Yellow=55%-69% Red=<55% | <i>Some don't realize the value until public vs private is explained, or they themselves compare costs</i> |
| A majority of PSCD stakeholders recognize that Desert Memorial Park and Forest Lawn are separate and distinct entities | 70% | 75% | Green = 70%+ Yellow=55%-69% Red=<55% | <i>During discussions with families and visitors 75% of them recognize the difference</i> |

Palm Springs Cemetery District Strategic Barometer

Key Performance Indicators of 2019-2024 Plan Progress: Family Satisfaction

| Key Performance Indicator | Goal | Measure as of 9/30/22 | Health Key | Remarks |
|---|---------|--------------------------|---|--|
| Virtually no pre-need or at-need family consultations/transactions/services result in a complaint about deficiencies in service quality | <1% | 0.0% | Green = <1% Yellow=1%-1.5% Red=>1.5% | <i>PSCD has had 386 interments for 20/21 fiscal year and 3 minor complaint</i> |
| The District receives referrals each year from the families it has served | 20 | 92 | Green = 20+ Yellow=15-19 Red=<15 | <i>There are 18 holds on interment site, all are direct results prior burials ~ 74 of the surveys listed referral or previous family service</i> |
| The District has developed and implemented a green burial policy | 1/31/20 | 01/31/20 | Green = 1/31/20 Yellow=6/30/20 Red=12/31/20 | <i>Approved at the March 12, 2020 Board meeting</i> |

Palm Springs Cemetery District Strategic Barometer

Key Performance Indicators of 2019-2024 Plan Progress: Community Engagement

| Key Performance Indicator | Goal | Measure as of 9/30/22 | Health Key | Remarks |
|--|---------|--------------------------|---|--|
| The Veterans Chapel at Desert Memorial Park is renovated | 5/15/22 | 5/15/22 | Green = 5/12/22 Yellow = 11/12/22 Red = 5/12/23 | <i>Roof replaced \$8,500.00 10-2021</i> |
| A family picnic area is developed at Desert Memorial Park | 6/30/22 | 6/30/22 | Green = 6/30/22 Yellow = 12/30/22 Red = 6/30/23 | <i>Project has not started, no expenditures to date</i> |
| The Friends of Palm Springs Cemetery District is chartered and attracts an initial active membership | 20 | 0 | Green = 20+ Yellow = 15-20 Red = <15 | <i>No charter established ~ 6 from the surveys have expressed an interest in FPSCD ~ 63 gave their contact information</i> |

Palm Springs Cemetery District Strategic Barometer
Key Performance Indicators of 2019-2024 Plan Progress: Technology Management

| Key Performance Indicator | Goal | Measure as of 9/30/22 | Health Key | Remarks |
|--|---------|--------------------------|---|--|
| Financial, data management and visitor guidance software is acquired on-deadline | 6/30/22 | 6/30/23 | Green = 6/30/22 Yellow = 12/30/22 Red = 6/30/23 | <i>Software currently not available, however District Manager looking at new company</i> |
| Financial, data management and visitor guidance software is deployed on-deadline | 6/30/24 | 6/30/24 | Green = 6/30/24 Yellow = 12/30/24 Red = 6/30/25 | <i>Software currently not available, however District Manager looking at new company</i> |