

**PALM SPRINGS CEMETERY DISTRICT**

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

**Thursday, June 10, 2021 at 2:00 P.M.**

31-705 Da Vall Drive, Cathedral City, California

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

**YOU MAY JOIN ZOOM MEETING AND COMMENT <https://us02web.zoom.us/j/2464673948>  
CALL IN: 669-900-6833 MEETING ID: 246 467 3948**

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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENTS**

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

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

**4. CONFIRMATION OF AGENDA**

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

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

**5. CONSENT CALENDAR**

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

**a. Approval of May 13, 2021 Teleconference Regular Meeting Minutes**

**b. Approval of May Expenditures**

General Fund		\$ 88,163.55
May Reimburse Voucher 1704	\$ 49,052.93	
May Reimburse Voucher 1707	\$ 39,110.62	
Accumulative Capital Outlay		\$ 9,098.46
May Reimburse Voucher 1703	\$ 1,816.21	
May Reimburse Voucher 1705	\$ 3,832.34	
May Reimburse Voucher 1706	\$ 2,587.43	
May Reimburse Voucher 1708	\$ 862.48	
Pet Memorial Park Cemetery		\$ .00
Total May 31, 2021 Expenditures Checks & Visa/Debit Card 23555-23607 & Direct Deposits (Payroll)		\$ 75,591.64
May Reimburse Voucher 1709	\$ 45,776.00	

**c. Financial Reports as of May 31, 2021 (F-1 thru F-5A)**

**6. ADMINISTRATIVE CALENDAR**

- a. Review for Discussion and Possible Approval General Legal Counsel Legal Services Agreement
- b. Authorized Signature List for Riverside County
- c. Review for Discussion and Approval – Allocation of Funds for 2021-2022 Development Projects
- d. Review for Discussion and Approval – Future 2021-2023 Development Projects
- e. Review for Discussion and Approval – 2021-2022 Schedules of Charges
- f. Review for Discussion and Approval – 2021-2022 Proposed Budget
- g. East 40 Acres Lease Agreement – Update

**7. LEGISLATIVE CALENDAR**

- a. Resolution 5-2021, Transfer Interment Rights & Costs from PN to ACO & GF
- b. Resolution 4-2021, 2021-2022 Budget Adoption

**8. TRUSTEE AND ATTORNEY SIGNATURES**

**9. BOARD DEVELOPMENT – None**

**10. PUBLIC HEARING CALENDAR – None**

**11. COMMITTEES**

**12. REPORTS**

- a. Trustees
- b. District Manager
  - 1. Grounds Man – Hire
  - 2. AMVET Post 66 Memorial Day Event at DMP

**13. FUTURE AGENDA ITEMS**

- a. Discussion in 2021/2022 – Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums
- b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs
- c. Marketing/Advertising
- d. Review for Discussion and Possible Approval the Concept of Public Restrooms - Veterans Chapel
- e. Lease Agreement Property Taxes January 2022
- f. PSCD Master Plan Discussion – Desert Memorial Park

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

- a. Conference with Real Property Negotiators  
Property: Assessor Parcel No. 670-130-016 located at Desert Memorial Park.  
District Negotiators: District Manager Kathleen Jurasky and General Legal Counsel Steven B. Quintanilla  
Negotiating Parties: AT&T and the Palm Springs Cemetery District  
Under Negotiation: Proposed Lease's Rent and Payment Terms
  
- b. Conference with Labor Negotiators  
District Designated Representatives: Trustees Kleindienst and Mallotto  
Unrepresented Employee Position: General Legal Counsel

**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, June 7, 2021**

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Kathleen Jurasky, District Manager



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

**DATE:** May 13, 2021

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

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

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

2. **ROLL CALL**

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

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

3. **PUBLIC COMMENTS** Trustee Pye read the Public Comments Statement

Brad Anderson stated he resides in the city of Rancho Mirage, CA. Mr. Anderson said he didn't receive a notice of the prior meeting and this one. He stated he normally receives notification, and that he realizes it is not the District's responsibility to personally notify him. He said he had read through the minutes and wants to comment on items 6d and 12b where they are addressed. Mr. Anderson stated he noticed there was a subcommittee formed regarding the District's legal counsel's evaluation, but no mention of who was on the committee. He then said that is all he has to comment on and thanked to Board for allowing him to speak.

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

Trustee Pye stated before the consent calendar vote she would like to comment on who comprised the subcommittee for the district's legal counsel's evaluation. She reported the subcommittee was Trustees Kleindienst and Mallotto. Trustee Kleindienst reported that Bary Freet was on the committee as a citizen advisor.

District Manager Jurasky asked if she could address Mr. Anderson comment regarding not receiving a personal meeting notification. She stated at a prior meeting Mr. Anderson had commented that there was not information on the agenda or website as to how to participate in the meeting. District Manager said the link, call in number and meeting identification are now on the agenda and posted on the district's website, which is easily accessible to the public.

5. **CONSENT CALENDAR** Motion was made by Trustee Kleindienst, second by Trustee Mallotto to approve the Consent Calendar as presented. Motion carried; roll call 4-0 Kleindienst, Mallotto, Pye and Radigan-Brophy.

6. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group** Mr. Wilson reported he had a phone meeting with Trustees Mallotto and Radigan-Brophy the District's investment sub-committee regarding the investments, and said it was productive with a lot of good ideas shared. He stated they discussed the District's investment policy and realized the investment options cannot be tampered with due to restrictions dictated by the California Health & Safety Codes. Mr. Wilson said the important things they took note of were three pillars; capital preservation, liquidity and trying to earn the best interest rates possible. He reported interest rates are still extremely low and not much to even consider, however Trustee Radigan-Brophy had a great idea suggesting he take a closer look at Vanguard Mutual funds and exchange rated funds. He said he did, and found some very short-term Vanguard Mutual Federal funds and Super Money Markets to invest in which will work for the District. He recommended this route be taken.

Following a discussion motion was made by Trustee Radigan-Brophy, seconded by Trustee Mallotto to approve Mr. Wilson's investment recommendations. Motion carried, roll call 4-0. Kleindienst, Mallotto, Pye and Radigan-Brophy.



**6. ADMINISTRATIVE CALENDAR - Continued**

**Agenda item 6b was moved to follow closed session**

**c. Review for Discussion and Possible Approval License Agreement with the Palm Springs Historical Society for Various Tours and Welwood Murray Cemetery** Trustee Kleindienst stated there are a few minor revisions; the reference to Palm Springs High School needs to be replaced with Palm Springs Historical Society and the spelling of Welwood in the fourth “WHEREAS” should only have one letter “L”. Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve the license agreement with noted modifications. Motion carried, roll call 4-0. Kleindienst, Mallotto, Pye and Radigan-Brophy. Trustee Kleindienst asked attorney Quintanilla to email him a copy of the final modified agreement for presentation at the next Palm Springs Historical Society board meeting. Attorney Quintanilla stated once completed he will email a copy to Trustee Kleindienst.

**d. Review for Discussion and Possible Approval Traffic Calming Speed Bumps – Proposal Asphalt** District Manager Jurasky reported as requested at the April board meeting; what is the life of the speed bumps and how long installation would take. She stated she was advised the speed bumps last forever and installation will take 1-2 days.

**e. East 40 Acres Lease Agreement - Update** No action taken

**7. LEGISLATIVE – None**

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

**9. BOARD DEVELOPMENT – None**

**10. PUBLIC HEARING CALENDAR – None**

**11. COMMITTEE REPORTS**

**12. REPORTS a. Trustee Report** Trustee Pye reported she had asked District Manager Jurasky to contact Supervisor Perez’s office to find out if there are any considerations for a fifth PSCD board member appointment.

**b. District Manager 1. Installation of 10 MPH Speed Limit Signs at DMP - Update** District Manager Jurasky reported the speed limit signs have been installed throughout the cemetery. She stated feedback from the grounds crew and the security patrol company was; the signs appear to be working because vehicle speeds on the grounds have slowed down.

**2. Grounds Man – Interviews May 10, 2021** District Manager Jurasky reported there were 32 applicants, which she narrowed to 10, and conducted phone interviews. She said of the 10 in person interviews are scheduled with 3 on Tuesday, May 18, 2021, and she will have grounds man Archila participate in the interviews.

**3. Strategic Barometer Dashboard – Update** District Manager Jurasky reported she hasn’t forgot about the strategic barometer dashboard, and it will be continued once she and office staff have caught up on work due to COVID-19 and administrative assistant being out on a 3-month leave.

She also reported the development of sections B-39 through B-44 new interment area which was approved on the 2020-2021 Budget has resumed and she will give future updates on the progress.

- 13. FUTURE AGENDA ITEMS**
- a. Discussion in 2021/2022 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken
  - b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs** No action taken
  - c. Marketing/Advertising** No action taken
  - d. Review for Discussion and Possible Approval the Concept of Public Restrooms – Veteran Chapel** No action taken
  - e. Lease Agreement Property Taxes January 2022** No action taken

**14. CLOSED SESSION - READING OF THE SAFE HARBOR** Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 2:27 P.M.

**a. Conference with Legal Counsel – Regarding Potential Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): (Two Potential Case)**

Trustee Pye excused herself from the meeting after agenda item 14a was addressed due to a possible conflict of interest with item 14b.

**b. Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)  
Title: General Legal Counsel**

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

**6. ADMINISTRATIVE CALENDAR - Continued - Agenda item 6b was moved to follow closed session**

**b. Review for Discussion and Possible Approval General Legal Counsel Legal Services Agreement** Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to defer this item to the June board meeting. Motion carried; vote 4-0 Kleindienst, Mallotto, Pye and Radigan Brophy.

**16. OPEN SESSION**

**17. ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:01 P.M. The next regular board meeting via ZOOM is scheduled for 2:00 P.M., Thursday, June 10, 2021.

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

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Tim Radigan-Brophy, Secretary

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal**  
For the Period From May 1, 2021 to May 31, 2021

Date	Check #	Line Description	Debit Amoun	Credit Amoun
5/3/21	23555	APR 2021 PSCD EMPLOYEE RETIREMENT EXPENSE FOR APR 2021 EMPLOYEE 403B PAYABLE FOR K JURASKY INVESCO INVESTMENT SERVICES, INC	624.88 1,846.16	2,471.04
5/3/21	23556	APR 2021 PSCD EMPLOYEE RETIREMENT EXPENSE FOR FRANKLIN - TEMPLETON	235.20	235.20
5/3/21	23557	APR 2021 PSCD EMPLOYEE RETIREMENT EXPENSE FOR FRANKLIN - TEMPLETON	218.18	218.18
5/3/21	23558	APR 2021 PSCD EMPLOYEE RETIREMENT EXPENSE FOR FRANKLIN - TEMPLETON	246.40	246.40
5/3/21	23559	INV 235505 - MONTHLY LANDSCAPE MAINTENACE FOR NISSHO OF CALIFORNIA, INC	24,700.00	24,700.00
5/3/21	23560	INV 455269 (350) GALLONS OF GASOLINE; (300) GALLONS BECK OIL INC	2,220.93	2,220.93
5/3/21	23561	IN046428 - (7) #5 VAULTS WHITED CEMETERY SERVICE	1,571.00	1,571.00
5/3/21	23562	VOID***VOID***VOID		
5/3/21	23563	VOID***VOID***VOID		
5/3/21	23564	FOR LEGAL SERVICES RENDERED 1/01/2021 TO 01/31/2021 FOR LEGAL SERVICES RENDERED 1/01/2021 TO 01/31/2021 FOR LEGAL SERVICES RENDERED 2/01/2021 TO 02/28/2021 FOR LEGAL SERVICES RENDERED 2/01/2021 TO 02/28/2021 QUINTANILLA & ASSOCIATES	495.00 1,960.00 225.00 140.00	2,820.00
5/3/21	23565	VOID***VOID***VOID		
5/3/21	23566	VOID***VOID***VOID		
5/3/21	23567	INV 4436039 - COURIER SERVICE ON 04/13/2021 GLS US	17.66	17.66
5/3/21	23568	IT0000004718 - PS FINANCIALS FOR MAR 2021 IT0000004724 - DATA VPN FOR MAR 2021 RIVERSIDE COUNTY INFORMATION TECHNOLOGY	95.70 4.66	100.36
5/3/21	23569	USPS - POSTAGE STAMPS NICOLINOS - STAFF HOLIDAY LUNCH FAMOUS FOOTWEAR - WORK BOOTS FOR ARCHILA HOME DEPOT - WATER HOSE FOR INTERMENTS HOME DEPOT - SAW BLADE FOR DRILL HOME DEPOT - PAD LOCK FOR GATES HOME DEPOT - GLUE & HAND CLEANER FOR SHOP PETTY CASH	110.00 100.00 92.43 65.53 21.82 30.56 23.99	444.33
5/3/21	23570	INV 208123182 - (6000) POUNDS OF EVERGREEN FERTILIZ SIMPLOT TURF & HORTICULTURE	2,871.00	2,871.00



**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal**  
For the Period From May 1, 2021 to May 31, 2021

<b>Date</b>	<b>Check #</b>	<b>Line Description</b>	<b>Debit Amoun</b>	<b>Credit Amoun</b>
5/3/21	23571	INV 59695 - REPAIR (3) PROBES JIMMY'S EQUIPMENT	112.18	112.18
5/3/21	23572	INV 63642 - IMPERIAL LOWERING DEVICE ASCO PACIFIC, INC.	3,832.34	3,832.34
5/3/21	23573	INV 620006 - (4) WASTE CONTAINERS WITH PLASTIC LIN WAUSAU TILE INC	1,816.21	1,816.21
5/5/21	23574	INV 7879324 - PEST CONTROL FOR APRIL 2021 WESTERN EXTERMINATOR	88.30	88.30
5/5/21	23575	DISTRICT MANAGER CELL PHONE FOR PERIOD ENDING AT & T MOBILITY	182.67	182.67
5/5/21	23576	TRASH SERVICE FOR MAY 2021 BURRTEC WASTE & RECYCLING SVCS	414.03	414.03
5/5/21	23577	INV 93997 - (12) SPEED LIMIT SIGNS BEST SIGNS, INC	2,587.43	2,587.43
5/5/21	23578	INV000000397016 - OFFICE WIRELESS FOR MAY 2021 ONE RING NETWORKS	200.00	200.00
5/5/21	23579	INV 2105133 - SECURITY PATROL FOR MAY 2021 MAXWELL SECURITY SERVICES, INC	725.00	725.00
5/5/21	23580	MAY 2021 PSCD EMPLOYEE DENTAL INSURANCE EXPEN REDUCED BY APRIL OVERPAYMENT STANDARD INSURANCE COMPANY RB	409.00	409.00
5/5/21	23581	INV 18967672 - KYOCERA COPIER CONTRACT MARLIN BUSINESS BANK	144.64	144.64
5/5/21	23582	INV 19775 - ANNUAL MEMBERSHIP 2021/2022 GREATER COACHELLA VALLEY CC	360.00	360.00
5/11/21	23583	IN046592 - (6) #5 LINERS; (4) #5 VAULTS WHITED CEMETERY SERVICE	1,892.00	1,892.00
5/11/21	23584	INV-21-2908153 - PERMIT 16-056045 FOR 2021 CATHEDRAL CITY POLICE DEPARTMENT	30.00	30.00
5/11/21	23585	INV 0099207-IN IRRIGATION SYSTEM REPAIR SUPPLIES SPORTS TURF IRRIGATION	1,842.24	1,842.24
5/11/21	23586	INV 4454665 -COURIER SERVICE ON 4/28/21 GLS US	17.66	17.66
5/11/21	23587	INV 63776 - (2) CASKET CARRIER WHEELS INV 63734 - (12) GRAY VASES ASCO PACIFIC, INC.	259.58 434.84	694.42
5/11/21	23588	WMC USAGE FOR MAY 2021 DESERT WATER AGENCY	529.36	529.36
5/11/21	23589	YELLOW PAGE ADVERTISING FOR APR 2021 DEX YP	181.10	181.10

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal**  
For the Period From May 1, 2021 to May 31, 2021

Date	Check #	Line Description	Debit Amount	Credit Amount
5/11/21	23590	332245-850914 WELL REPLENISHMENT FOR APR 2021 COACHELLA VALLEY WATER DIST	1,567.42	1,567.42
5/13/21	23591	INV W31789 - AQMD TEST 2021 & OTHER REPAIRS FOR F WESTERN PUMP INC	1,076.02	1,076.02
5/17/21	23592	EMAIL SERVICES - APR 2021 ERICH FISCHER	31.00	31.00
5/17/21	23593	OFFICE PHONES FOR PERIOD ENDING 6/06/2021 FRONTIER COMMUNICATIONS	389.99	389.99
5/17/21	23594	INV 673319 - IRRIGATION SYSTEM REPAIR SUPPLIES HIGH TECH IRRIGATION, INC	2,055.61	2,055.61
5/18/21	23595	INV 673494 - IRRIGATION SYSTEM REPAIR SUPPLIES HIGH TECH IRRIGATION, INC	137.94	137.94
5/18/21	23596	INV 210464-01 - 3,000 #10 ENVELOPES ACE PRINTING	1,076.63	1,076.63
5/19/21	23597	559833-884768 - ADMIN BUILDING FOR MAY 2021 180819-512108 - BUSINESS FOR MAY 2021 559831-884770 - FIRE PROTECTION FOR MAY 2021 COACHELLA VALLEY WATER DIST	24.20 17.68 86.99	128.87
5/20/21	23598	INV 94031 - (4) SPEED LIMIT SIGNS BEST SIGNS, INC	862.48	862.48
5/20/21	23599	INV 6821241 - IRRIGATION SYSTEM REPAIR SUPPLIES EWING IRRIGATION PRODUCTS, INC	168.40	168.40
5/20/21	23600	IN708143 - KYOCERA COPIER CONTRACT FOR PERIOD E IN708144 - WATER COOLER FOR PERIOD ENDING 06/15/20 AIS	144.79 32.63	177.42
5/28/21	23601	K JURASKY EXTRA HEALTH INSURANCE FOR PAY PERI COLONIAL LIFE	203.78	203.78
5/28/21	23602	JUN 2021 PSCD EMPLOYEE LIFE INSURANCE EXPENXE STANDARD INSURANCE COMPANY RQ	74.54	74.54
5/28/21	23603	JUN 2021 PSCD EMPLOYEE VISION INSURANCE EXPENSE METLIFE GROUP BENEFITS	58.80	58.80
5/28/21	23604	MAY 2021 PSCD EMPLOYEE RETIREMENT EXPENSE - K J MAY 2021 EMPLOYEE 403B PAYABLE - K JURASKY INVESCO INVESTMENT SERVICES, INC	624.88 1,846.16	2,471.04
5/28/21	23605	MAY 2021 PSCD EMPLOYEE RETIREMENT EXPENSE - E A FRANKLIN - TEMPLETON	238.51	238.51
5/28/21	23606	MAY 2021 PSCD EMPLOYEE RETIREMENT EXPENSE - S L FRANKLIN - TEMPLETON	218.18	218.18
5/28/21	23607	MAY 2021 PSCD EMPLOYEE RETIREMENT EXPENSE - S V FRANKLIN - TEMPLETON	247.75	247.75
5/7/21	DEBIT ED	MAY 2021 PSCD EMPLOYEE HEALTH INSURANCE EXPEN	5,798.73	

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal**  
For the Period From May 1, 2021 to May 31, 2021

Date	Check #	Line Description	Debit Amount	Credit Amount
		MAY 2021 PSCD RETIREE HEALTH INSURANCE EXPENSE CALPERS	1,146.49	6,945.22
5/7/21	DEBIT KJ	ICLOUD: 200 GB STORAGE PLAN COMPANY DEBIT CARD	2.99	2.99
5/20/21	DEBIT KJ	USPS - POSTAGE STAMPS & NSF CHECK LETTERS COMPANY DEBIT CARD	124.00	124.00
5/24/21	DEBIT KJ	STAPLES - OFFICE SUPPLIES COMPANY DEBIT CARD	53.29	53.29
5/7/21	EDD_TAX	SIT P/R 04/22/2021 TO 05/05/2021 PAID 05/07/2021 SDI P/R 04/22/2021 TO 05/05/2021 PAID 05/07/2021 EMPLOYMENT DEVELOPMENT DEPT	224.60 117.70	342.30
5/21/21	EDD_TAX	SIT P/R 05/06/2021 TO 05/19/2021 PAID 05/21/2021 SDI P/R 05/06/2021 TO 05/19/2021 PAID 05/21/2021 EMPLOYMENT DEVELOPMENT DEPT	222.29 126.47	348.76
5/7/21	EDD_TAX	SUI P/R 04/22/2021 TO 05/05/2021 PAID 05/07/2021 EMPLOYMENT DEVELOPMENT DEPT	118.89	118.89
5/21/21	EDD_TAX	SUI P/R 05/06/2021 TO 05/19/2021 PAID 05/21/2021 EMPLOYMENT DEVELOPMENT DEPT	141.16	141.16
5/26/21	EDISON	8002601833 WELL #4 FOR PERIOD 04/12/21 TO 05/10/21 8000493032 ADMIN BUILDING FOR PERIOD 04/13/21 TO 05/ 8001545238 DAVALL GATE FOR PERIOD 04/14/21 TO 05/12/ 8003526191 WELL #2 FOR PERIOD 04/14/21 TO 05/12/21 8004476833 WMC FOR PERIOD 04/14/21 TO 5/12/21 8004476833 WMC DESERT COMMUNITY ENERGY FOR PE 8004476833 WMC DESERT COMMUNITY ENERGY FOR PE SO CAL EDISON	3,579.26 538.46 21.06 383.19 14.46 0.27 0.27	4,536.97
5/7/21	EXPRESS	FIT P/R 04/22/2021 TO 05/05/2021 PAID 05/07/2021 SOCIAL SECURITY P/R 04/22/2021 TO 05/05/2021 PAID 05/0 MEDICARE P/R 04/22/2021 TO 05/05/2021 PAID 05/07/2021 BANK OF AMERICA	768.60 1,216.23 284.43	2,269.26
5/21/21	EXPRESS	FIT P/R 05/06/2021 TO 05/19/2021 PAID 05/21/2021 SOCIAL SECURITY P/R 05/06/2021 TO 05/19/2021 PAID 05/2 MEDICARE P/R 05/06/2021 TO 05/19/2021 PAID 05/21/2021 BANK OF AMERICA	760.62 1,306.97 305.68	2,373.27
5/7/21	FEES	P/R 04/22/2021 TO 05/05/2021 PAID 05/07/2021 CBIZ PAYROLL	78.41	78.41
5/21/21	FEES	P/R 05/06/2021 TO 05/19/2021 PAID 05/21/2021 CBIZ PAYROLL	88.74	88.74
	<b>Total</b>		<b>82,582.32</b>	<b>82,582.32</b>



**PALM SPRINGS CEMETERY DISTRICT**  
**Payroll Disbursement Journal-General Fund**  
**For May 2021**

Date	Reference	Employee	Amount
5/7/2021	5220	KATHLEEN JURASKY	2,615.00
5/7/2021	5221	STEPHANIE C. LOZANO	1,243.25
5/7/2021	5222	SCOTT W. VICKREY	1,403.48
5/7/2021	5223	EDGAR F. ARCHILA	1,412.20
5/7/2021	5224	LYNN T. MALLOTTO	163.70
5/7/2021	5225	TIM RADIGAN-BROPHY	163.70
5/21/2021	5231	KATHLEEN JURASKY	2,615.00
5/21/2021	5232	KATHLEEN JURASKY	400.00
5/21/2021	5233	STEPHANIE C. LOZANO	1,243.25
5/21/2021	5234	SCOTT W. VICKREY	1,389.51
5/21/2021	5235	EDGAR F. ARCHILA	1,375.83
5/21/2021	5236	WILLIAM G. KLEINDIENST	163.70
5/21/2021	5237	LYNN T. MALLOTTO	163.69
5/21/2021	5238	JAN M. PYE	163.69
5/21/2021	5239	TIM RADIGAN-BROPHY	163.69
<u>5/1/21 thru 5/31/21</u>			<u>14,679.69</u>

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**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP**  
**May 2021**

May Cash Disbursement Journal	82,582.32
May Payroll Disbursement Journal	14,679.69
<b>TOTAL PSCD DISBURSEMENTS</b>	<u><b>97,262.01</b></u>

**TOTAL GENERAL FUND EXPENDITURES** **88,163.55**

May Payment Voucher # 1704	49,052.93
May Payment Voucher # 1707	39,110.62
<b>Total Payment Vouchers</b>	<u><b>88,163.55</b></u>

**TOTAL ACO EXPENDITURES** **9,098.46**

Wausau Tile Inc for (4) Waste Containers	1,816.21
April ACO Payment Voucher # 1703	
Asco Pacific, Inc for Imperial Lowering Device	3,832.34
April ACO Payment Voucher #1705	
Best Signs, Inc for (12) Speed Limit Signs	2,587.43
May ACO Payment Voucher #1706	
Best Signs, Inc for (4) Speed Limit Signs	862.48
May ACO Payment Voucher # 1708	

**PET CEMETERY DRAWDOWNS** **0.00**

Loan Amount:	25,000.00
Current Balance Remaining:	15,000.00

**TOTAL May DISBURSEMENTS** **97,262.01**

May Payment Voucher 1709	45,776.00
Transfer for December 2017 to April 2021 repurchases of Lots and Contract Burial Costs	

**5b 5 of 5 May Recap**

**PALM SPRINGS CEMETERY DISTRICT  
SITE SALES & INTERMENTS  
May 2021**

**SALES**

	Prior Months		May		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	259	0	20	0	279	0	109	0
Adult, A&B	13	0	2	0	15	0	28	0
Premium	34	0	3	0	37	0	70	0
Child	3	0	1	0	4	0	3	0
Cremation	32	0	4	0	36	0	22	0
Niche	39	0	4	0	43	0	23	0
<b>TOTALS</b>	<b>380</b>	<b>0</b>	<b>34</b>	<b>0</b>	<b>414</b>	<b>0</b>	<b>255</b>	<b>0</b>

**LOT REPURCHASES**

	Prior Months		May		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	8	0	0	0	8	0	8	0
Cremation	0	0	0	0	0	0	0	1
Niche	0	0	0	0	0	0	3	0
<b>TOTALS</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>11</b>	<b>1</b>

**TOTAL INTERMENTS**

	Prior Months		May		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	247	0	18	0	265	0	176	1
Child	2	0	2	0	4	0	5	0
Cremation	48	1	6	0	54	1	37	3
Niche	29	0	4	0	33	0	10	0
<b>TOTALS</b>	<b>326</b>	<b>1</b>	<b>30</b>	<b>0</b>	<b>356</b>	<b>1</b>	<b>228</b>	<b>4</b>

**SATURDAY INTERMENTS**

	Prior Months		May		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	0	0	0	0	17	0
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	3	0
Niche	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>0</b>

**SUNDAY INTERMENTS**

	Prior Months		May		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	0	0	0	0	2	0
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>

**PALM SPRINGS CEMETERY DIST  
INCOME STATEMENT - GENERAL FUND  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2021**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
OPEN AND CLOSE	19,525.00	17,195.00	2,330.00	387,615.00	247,530.00	140,085.00
MISC SPECIAL SET-UP	0.00	0.00	0.00	225.00	1,425.00	(1,200.00)
RETURNED CHECK BANK CHARGE	0.00	0.00	0.00	90.00	30.00	60.00
INTEREST RECEIVED	1.34	2.37	(1.03)	23.88	36.45	(12.57)
LAND LEASE	5,730.53	5,656.99	73.54	63,035.83	62,226.89	808.94
MISC INCOME	25.00	0.00	25.00	535.00	0.00	535.00
CREDIT CARD CONVEN FEE	325.01	898.49	(573.48)	7,924.54	5,461.62	2,462.92
SAT INTERMENT SURCHARGE	0.00	0.00	0.00	0.00	16,200.00	(16,200.00)
SUN INTERMENT SURCHARGE	0.00	0.00	0.00	0.00	5,500.00	(5,500.00)
WITNESS GRAVE CLOSING	0.00	0.00	0.00	0.00	9,400.00	(9,400.00)
TAX COLLECTIONS	57,763.81	54,249.35	3,514.46	286,310.32	256,025.66	30,284.66
VAULTS	970.00	1,025.00	(55.00)	27,505.00	11,190.00	16,315.00
CREMATION VAULTS	540.00	0.00	540.00	5,260.00	3,600.00	1,660.00
PREMIUM VAULTS	0.00	0.00	0.00	0.00	530.00	(530.00)
LINERS	1,280.00	1,570.00	(290.00)	24,685.00	19,290.00	5,395.00
GRAVE VASES	810.00	401.75	408.25	12,356.35	7,872.10	4,484.25
MEMORIAL WALL INCOME	0.00	0.00	0.00	0.00	300.00	(300.00)
ENR SURCHARGE	2,470.00	4,200.00	(1,730.00)	61,730.00	38,440.00	23,290.00
LOT TRANSFERS	0.00	0.00	0.00	1,600.00	1,700.00	(100.00)
COUNTY INTEREST INCOME	0.00	0.00	0.00	541.78	534.31	7.47
DONATIONS & GRANTS	0.00	0.00	0.00	106.00	0.00	106.00
HANDLING FEE	6,365.00	6,245.00	120.00	127,820.00	81,910.00	45,910.00
PRENEED CONTRACT SERVICE CHG	1,600.00	500.00	1,100.00	12,300.00	7,000.00	5,300.00
VASE/HDSTN SET & CLEAN	4,515.00	2,745.00	1,770.00	57,835.00	42,790.00	15,045.00
<b>TOTAL REVENUE</b>	<b>101,920.69</b>	<b>94,688.95</b>	<b>7,231.74</b>	<b>1,077,498.70</b>	<b>818,992.03</b>	<b>258,506.67</b>
<b>EXPENSES</b>						
REGULAR SALARIES	19,429.03	14,536.47	4,892.56	241,041.14	256,990.53	(15,949.39)
BOT MEETING COMPENSATION	1,077.54	0.00	1,077.54	10,057.04	10,775.40	(718.36)
BOT CONFERENCES	0.00	0.00	0.00	0.00	2,519.00	(2,519.00)
BOT TRAVEL & EXPENSES	0.00	(254.96)	254.96	0.00	3,616.75	(3,616.75)
COVID-19 PAYROLL	0.00	7,367.02	(7,367.02)	4,921.29	15,767.15	(10,845.86)
RETIREMENT/PENSION	2,653.98	1,533.25	1,120.73	17,063.81	19,093.07	(2,029.26)
FICA	1,261.60	1,348.21	(86.61)	15,755.53	17,461.38	(1,705.85)
MEDICARE	295.05	315.31	(20.26)	3,684.77	4,083.72	(398.95)
EMPLOYEE GROUP INSURANCE	6,341.07	6,022.05	319.02	69,441.75	65,689.11	3,752.64
RETIREE GROUP INSURANCE	1,146.49	1,154.34	(7.85)	12,647.53	12,878.64	(231.11)
UNEMPLOYMENT INSURANCE	260.05	0.00	260.05	2,341.01	2,838.04	(497.03)
WORKERS COMP INSURANCE	562.36	583.61	(21.25)	6,170.06	6,319.87	(149.81)
ELECTRICITY	4,536.97	2,701.28	1,835.69	47,916.87	36,448.15	11,468.72
TELEPHONE	572.66	655.27	(82.61)	7,280.27	7,845.45	(565.18)
WATER	2,225.65	2,133.84	91.81	30,851.12	29,240.65	1,610.47
CAPC CONFERENCE DONATIONS	0.00	0.00	0.00	0.00	200.00	(200.00)
COMMUNITY OUTREACH	0.00	0.00	0.00	100.00	684.24	(584.24)
VISA-MASTER CHG FEES	245.34	911.62	(666.28)	8,381.92	9,207.68	(825.76)
COUNTY SERVICE CHARGE	100.36	208.14	(107.78)	1,159.69	1,075.63	84.06
GENERAL INSURANCE	2,190.03	1,632.63	557.40	24,090.33	17,958.93	6,131.40
LEGAL	2,820.00	1,638.00	1,182.00	14,524.00	8,764.00	5,760.00
LOT REPURCHASE	0.00	(2,420.93)	2,420.93	6,185.00	1,820.00	4,365.00
OFFICE EXPENSE	2,227.44	697.25	1,530.19	21,768.96	17,748.12	4,020.84
TRAVEL & CONVENTION	0.00	(254.96)	254.96	0.00	4,656.28	(4,656.28)
UNIFORMS & SAFETY EQUIPMENT	92.43	0.00	92.43	92.43	770.21	(677.78)
MTG EXP & SUPPLIES	0.00	0.00	0.00	103.31	534.39	(431.08)
AUDIT	0.00	0.00	0.00	6,320.00	6,750.00	(430.00)
ADVERTISING/PUBLICITY	181.10	184.20	(3.10)	2,330.91	4,115.70	(1,784.79)
MEMBERSHIP & DUES	360.00	0.00	360.00	6,356.87	5,650.38	706.49
AUTO TRUCK EXPENSE	0.00	0.00	0.00	9,262.28	0.00	9,262.28
LARGE EQUIPMENT REPAIRS	0.00	0.00	0.00	2,994.67	867.51	2,127.16
EQUIPMENT REPAIRS	112.18	0.00	112.18	112.18	0.00	112.18
IRRIGATION SYSTEM REPAIRS	4,204.19	825.93	3,378.26	8,140.79	3,532.11	4,608.68
FERTILIZER AND SEED	2,871.00	0.00	2,871.00	10,779.30	10,783.06	(3.76)
GASOLINE, OIL, TIRES	2,480.51	0.00	2,480.51	3,155.76	3,518.80	(363.04)
PLANT & BUILDING	1,608.35	3,550.05	(1,941.70)	11,793.96	18,466.79	(6,672.83)
TOOLS & SUPPLIES	141.90	0.00	141.90	1,041.02	643.13	397.89
GRAVE LINERS & VAULTS	3,463.00	2,170.00	1,293.00	54,981.04	37,441.80	17,539.24
GRAVE VASES	434.84	0.00	434.84	6,857.98	4,501.27	2,356.71
CONTRACT TREE/GARDEN MAINTNCE	24,700.00	24,700.00	0.00	246,199.21	195,397.55	50,801.66
CONTRACT BURIALS	0.00	0.00	0.00	0.00	6,095.00	(6,095.00)
SECURITY CAMERA EXPENSE	0.00	0.00	0.00	0.00	1,104.00	(1,104.00)
DMP GROUNDS SECURITY	725.00	725.00	0.00	7,975.00	7,975.00	0.00
COVID-19 EXPENSES	0.00	245.35	(245.35)	2,238.28	1,560.04	678.24
<b>TOTAL EXPENSES</b>	<b>(89,320.12)</b>	<b>(72,907.97)</b>	<b>(16,412.15)</b>	<b>(926,117.08)</b>	<b>(863,388.53)</b>	<b>(62,728.55)</b>
<b>NET CHANGE FROM OPERATIONS</b>	<b>12,600.57</b>	<b>21,780.98</b>	<b>(9,180.41)</b>	<b>151,381.62</b>	<b>(44,396.50)</b>	<b>195,778.12</b>
<b>OTHER REVENUE &amp; EXPENSE</b>						
RESERVES TRANSFERRED IN	0.00	0.00	0.00	0.00	30,000.00	(30,000.00)
<b>TOTAL OTHER REVENUE &amp; EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>(30,000.00)</b>
<b>NET CHANGE</b>	<b>12,600.57</b>	<b>21,780.98</b>	<b>(9,180.41)</b>	<b>151,381.62</b>	<b>(14,396.50)</b>	<b>165,778.12</b>



**PALM SPRINGS CEMETERY DIST**  
**ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND**  
**FOR THE ELEVEN MONTHS ENDING MAY 31, 2021**

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
<b>REVENUE</b>						
OPEN AND CLOSE	19,525.00	24,754.00	(5,229.00)	387,615.00	297,050.00	90,565.00
MISC SPECIAL SET-UP	0.00	242.00	(242.00)	225.00	2,900.00	(2,675.00)
RETURNED CHECK BANK CHARGE	0.00	4.00	(4.00)	90.00	50.00	40.00
INTEREST RECEIVED	1.34	3.00	(1.66)	23.88	35.00	(11.12)
LAND LEASE	5,730.53	5,793.00	(62.47)	63,035.83	69,513.00	(6,477.17)
MISC INCOME	25.00	0.00	25.00	535.00	0.00	535.00
CREDIT CARD CONVEN FEE	325.01	713.00	(387.99)	7,924.54	8,550.00	(625.46)
LATE FEE	0.00	1,075.00	(1,075.00)	0.00	12,900.00	(12,900.00)
SAT INTERMENT SURCHARGE	0.00	1,633.00	(1,633.00)	0.00	19,600.00	(19,600.00)
SUN INTERMENT SURCHARGE	0.00	733.00	(733.00)	0.00	8,800.00	(8,800.00)
TAX COLLECTIONS	57,763.81	28,297.00	29,466.81	286,310.32	339,569.00	(53,258.68)
VAULTS	970.00	1,421.00	(451.00)	27,505.00	17,050.00	10,455.00
CREMATION VAULTS	540.00	0.00	540.00	5,260.00	0.00	5,260.00
LINERS	1,280.00	1,988.00	(708.00)	24,685.00	23,850.00	835.00
GRAVE VASES	810.00	731.00	79.00	12,356.35	8,775.00	3,581.35
MEMORIAL WALL INCOME	0.00	25.00	(25.00)	0.00	300.00	(300.00)
ENR SURCHARGE	2,470.00	3,561.00	(1,091.00)	61,730.00	42,730.00	19,000.00
LOT TRANSFERS	0.00	133.00	(133.00)	1,600.00	1,600.00	0.00
COUNTY INTEREST INCOME	0.00	41.00	(41.00)	541.78	491.00	50.78
DONATIONS & GRANTS	0.00	0.00	0.00	106.00	0.00	106.00
HANDLING FEE	6,365.00	7,848.00	(1,483.00)	127,820.00	94,175.00	33,645.00
PRENEED CONTRACT SERVICE CHG	1,600.00	667.00	933.00	12,300.00	8,000.00	4,300.00
VASE/HDSTN SET & CLEAN	4,515.00	3,824.00	691.00	57,835.00	45,890.00	11,945.00
<b>TOTAL REVENUE</b>	<b>101,920.69</b>	<b>83,486.00</b>	<b>18,434.69</b>	<b>1,077,498.70</b>	<b>1,001,828.00</b>	<b>75,670.70</b>
<b>EXPENSES</b>						
REGULAR SALARIES	19,429.03	23,678.00	(4,248.97)	241,041.14	284,141.00	(43,099.86)
BOT MEETING COMPENSATION	1,077.54	1,122.00	(44.46)	10,057.04	13,469.00	(3,411.96)
BOT CONFERENCES	0.00	208.00	(208.00)	0.00	2,500.00	(2,500.00)
BOT TRAVEL & EXPENSES	0.00	250.00	(250.00)	0.00	3,000.00	(3,000.00)
COVID-19 PAYROLL	0.00	2,083.00	(2,083.00)	4,921.29	25,000.00	(20,078.71)
TEMPORARY HELP	0.00	833.00	(833.00)	0.00	10,000.00	(10,000.00)
RETIREMENT/PENSION	2,653.98	1,723.00	930.98	17,063.81	20,675.00	(3,611.19)
FICA	1,261.60	1,595.00	(333.40)	15,755.53	19,140.00	(3,384.47)
MEDICARE	295.05	399.00	(103.95)	3,684.77	4,788.00	(1,103.23)
EMPLOYEE GROUP INSURANCE	6,341.07	5,711.00	630.07	69,441.75	68,536.00	905.75
RETIREE GROUP INSURANCE	1,146.49	1,088.00	58.49	12,647.53	13,056.00	(408.47)
UNEMPLOYMENT INSURANCE	260.05	283.00	(22.95)	2,341.01	3,395.00	(1,053.99)
WORKERS COMP INSURANCE	562.36	626.00	(63.64)	6,170.06	7,507.00	(1,336.94)
ELECTRICITY	4,536.97	3,917.00	619.97	47,916.87	47,000.00	916.87
TELEPHONE	572.66	667.00	(94.34)	7,280.27	8,000.00	(719.73)
WATER	2,225.65	2,917.00	(691.35)	30,851.12	35,000.00	(4,148.88)
COMMUNITY OUTREACH	0.00	125.00	(125.00)	100.00	1,500.00	(1,400.00)
VISA-MASTER CHG FEES	245.34	917.00	(671.66)	8,381.92	11,000.00	(2,618.08)
RETURNED CHECK	0.00	4.00	(4.00)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	100.36	100.00	0.36	1,159.69	1,200.00	(40.31)
EDUCATION	0.00	33.00	(33.00)	0.00	400.00	(400.00)
GENERAL INSURANCE	2,190.03	2,190.00	0.03	24,090.33	26,280.00	(2,189.67)
LEGAL	2,820.00	833.00	1,987.00	14,524.00	10,000.00	4,524.00
LOT REPURCHASE	0.00	542.00	(542.00)	6,185.00	6,500.00	(315.00)
OFFICE EXPENSE	2,227.44	1,333.00	894.44	21,768.96	16,000.00	5,768.96
TRAVEL & CONVENTION	0.00	583.00	(583.00)	0.00	7,000.00	(7,000.00)
UNIFORMS & SAFETY EQUIPMENT	92.43	83.00	9.43	92.43	1,000.00	(907.57)
MTG EXP & SUPPLIES	0.00	50.00	(50.00)	103.31	600.00	(496.69)
CONTRIBUTIONS	0.00	17.00	(17.00)	0.00	200.00	(200.00)
AUDIT	0.00	683.00	(683.00)	6,320.00	8,200.00	(1,880.00)
ADVERTISING/PUBLICITY	181.10	417.00	(235.90)	2,330.91	5,000.00	(2,669.09)
MEMBERSHIP & DUES	360.00	471.00	(111.00)	6,356.87	5,650.00	706.87
AUTO TRUCK EXPENSE	0.00	100.00	(100.00)	9,262.28	1,200.00	8,062.28
LARGE EQUIPMENT REPAIRS	0.00	333.00	(333.00)	2,994.67	4,000.00	(1,005.33)
EQUIPMENT REPAIRS	112.18	54.00	58.18	112.18	650.00	(537.82)
IRRIGATION SYSTEM REPAIRS	4,204.19	583.00	3,621.19	8,140.79	7,000.00	1,140.79
FERTILIZER AND SEED	2,871.00	917.00	1,954.00	10,779.30	11,000.00	(220.70)
GASOLINE, OIL, TIRES	2,480.51	417.00	2,063.51	3,155.76	5,000.00	(1,844.24)
PLANT & BUILDING	1,608.35	1,833.00	(224.65)	11,793.96	22,000.00	(10,206.04)
ROAD MAINTENANCE	0.00	167.00	(167.00)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	141.90	125.00	16.90	1,041.02	1,500.00	(458.98)
GRAVE LINERS & VAULTS	3,463.00	3,208.00	255.00	54,981.04	38,500.00	16,481.04
GRAVE VASES	434.84	375.00	59.84	6,857.98	4,500.00	2,357.98
CONTRACT TREE/GARDEN MAINTNCE	24,700.00	24,700.00	0.00	246,199.21	296,400.00	(50,200.79)
CONTRACT BURIALS	0.00	583.00	(583.00)	0.00	7,000.00	(7,000.00)
SECURITY CAMERA EXPENSE	0.00	167.00	(167.00)	0.00	2,000.00	(2,000.00)
DMP GROUNDS SECURITY	725.00	725.00	0.00	7,975.00	8,700.00	(725.00)
COVID-19 EXPENSES	0.00	167.00	(167.00)	2,238.28	2,000.00	238.28
<b>TOTAL EXPENSES</b>	<b>89,320.12</b>	<b>89,935.00</b>	<b>(614.88)</b>	<b>926,117.08</b>	<b>1,079,237.00</b>	<b>(153,119.92)</b>
<b>NET CHANGE FROM OPERATIONS</b>	<b>12,600.57</b>	<b>(6,449.00)</b>	<b>19,049.57</b>	<b>151,381.62</b>	<b>(77,409.00)</b>	<b>228,790.62</b>
<b>OTHER REVENUE &amp; EXPENSE</b>						
RESERVES TRANSFERRED IN	0.00	8,116.00	(8,116.00)	0.00	97,409.00	(97,409.00)
OTHER EXPENSE APPROP CONTING	0.00	(1,667.00)	1,667.00	0.00	(20,000.00)	20,000.00
<b>NET CHANGE</b>	<b>12,600.57</b>	<b>0.00</b>	<b>12,600.57</b>	<b>151,381.62</b>	<b>0.00</b>	<b>151,381.62</b>

**ACCUMULATIVE CAPITAL OUTLAY  
INCOME STATEMENT  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2021**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
BURIAL RIGHT SALES	19,825.00	22,240.00	(2,415.00)	355,905.00	220,405.00	135,500.00
CURRENT INTEREST & DIVIDENDS	3,901.33	1,257.47	2,643.86	16,928.30	18,293.32	(1,365.02)
COUNTY INTEREST INCOME	0.00	0.00	0.00	2,752.58	5,172.86	(2,420.28)
DONATIONS & GRANTS	0.00	0.00	0.00	0.00	54,000.00	(54,000.00)
GAIN/INVEST FAIR VALUE INCREAS	(1,296.84)	5,405.42	(6,702.26)	(17,978.04)	67,614.56	(85,592.60)
<b>TOTAL REVENUE</b>	<b>22,429.49</b>	<b>28,902.89</b>	<b>(6,473.40)</b>	<b>357,607.84</b>	<b>365,485.74</b>	<b>(7,877.90)</b>
	<b>22,429.49</b>	<b>28,902.89</b>	<b>(6,473.40)</b>	<b>357,607.84</b>	<b>365,485.74</b>	<b>(7,877.90)</b>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	4,335.42	1,285.54	3,049.88	8,278.10	4,932.00	3,346.10
COUNTY SERVICE CHARGE	0.00	0.00	0.00	5.27	4.08	1.19
<b>TOTAL EXPENSES</b>	<b>(4,335.42)</b>	<b>(1,285.54)</b>	<b>(3,049.88)</b>	<b>(8,283.37)</b>	<b>(4,936.08)</b>	<b>(3,347.29)</b>
<b>NET CHANGE FROM OPERATIONS</b>	<b>18,094.07</b>	<b>27,617.35</b>	<b>(9,523.28)</b>	<b>349,324.47</b>	<b>360,549.66</b>	<b>(11,225.19)</b>
<b>OTHER REVENUE &amp; EXPENSE</b>						
REVENUE TRANSFERRED IN	0.00	0.00	0.00	(20,640.00)	(16,135.00)	(4,505.00)
REVENUE TRANSFER OUT	0.00	0.00	0.00	0.00	30,000.00	(30,000.00)
<b>TOTAL OTHER REVENUE &amp; EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(20,640.00)</b>	<b>13,865.00</b>	<b>(34,505.00)</b>
<b>NET CHANGE</b>	<b>18,094.07</b>	<b>27,617.35</b>	<b>(9,523.28)</b>	<b>369,964.47</b>	<b>346,684.66</b>	<b>23,279.81</b>

**ENDOWMENT CARE FUND  
INCOME STATEMENT  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2021**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
WMC ENDOWMENT CARE	0.00	0.00	0.00	60.00	1,990.00	(1,930.00)
ENDOWMENT CARE DEPOSITS	22,226.72	12,805.50	9,421.22	264,378.04	171,484.50	92,893.54
CURRENT INTEREST & DIVIDENDS	2,035.93	5,128.35	(3,092.42)	38,289.17	87,745.12	(49,455.95)
COUNTY INTEREST INCOME	0.00	0.00	0.00	2,414.33	4,258.58	(1,844.25)
GAIN/LOSS INVESTMENT FMV	336.06	11,148.12	(10,812.06)	(23,469.16)	34,619.00	(58,088.16)
<b>TOTAL REVENUE</b>	<u>24,598.71</u>	<u>29,081.97</u>	<u>(4,483.26)</u>	<u>281,672.38</u>	<u>300,097.20</u>	<u>(18,424.82)</u>
<b>EXPENSES</b>						
INVESTMENT ADVISOR FEES	7,273.62	7,228.95	44.67	29,193.27	35,935.93	(6,742.66)
<b>TOTAL EXPENSES</b>	<u>7,273.62</u>	<u>7,228.95</u>	<u>44.67</u>	<u>29,193.27</u>	<u>35,935.93</u>	<u>(6,742.66)</u>
<b>NET CHANGE</b>	<u><u>17,325.09</u></u>	<u><u>21,853.02</u></u>	<u><u>(4,527.93)</u></u>	<u><u>252,479.11</u></u>	<u><u>264,161.27</u></u>	<u><u>(11,682.16)</u></u>



**PRENEED FUND  
INCOME STATEMENT  
FOR THE ELEVEN MONTHS ENDING MAY 31, 2021**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
<b>REVENUE</b>						
CURRENT SALES	21,794.55	9,745.64	12,048.91	149,298.03	121,442.57	27,855.46
CURRENT DEFERRED REVENUE	7,804.19	5,984.02	1,820.17	75,542.07	88,443.64	(12,901.57)
CURRENT INTEREST & DIVIDENDS	6,344.66	4,259.88	2,084.78	27,923.11	35,224.54	(7,301.43)
COUNTY INTEREST INCOME	0.00	0.00	0.00	1,880.37	3,543.78	(1,663.41)
GAIN/INVEST FAIR VALUE INCREAS	(2,536.72)	12,426.29	(14,963.01)	(29,186.22)	100,171.30	(129,357.52)
<b>TOTAL REVENUE</b>	<b>33,406.68</b>	<b>32,415.83</b>	<b>990.85</b>	<b>225,457.36</b>	<b>348,825.83</b>	<b>(123,368.47)</b>
<b>EXPENSES</b>						
INVESTMENT FEES	2,521.80	2,501.62	20.18	10,168.74	9,716.33	452.41
LOSS ON TRANSFER (INTER COSTS)	0.00	0.00	0.00	9,190.71	6,118.23	3,072.48
SALES TRANSFR OUT (PRIOR YR)	0.00	0.00	0.00	20,640.00	19,135.00	1,505.00
<b>TOTAL EXPENSES</b>	<b>2,521.80</b>	<b>2,501.62</b>	<b>20.18</b>	<b>39,999.45</b>	<b>34,969.56</b>	<b>5,029.89</b>
<b>NET CHANGE</b>	<b>30,884.88</b>	<b>29,914.21</b>	<b>970.67</b>	<b>185,457.91</b>	<b>313,856.27</b>	<b>(128,398.36)</b>

## LEGAL SERVICES AGREEMENT

THIS LEGAL SERVICES AGREEMENT ("Agreement") is entered into this \_\_\_ day of \_\_\_\_\_, 2021, by and between the Palm Springs Cemetery District (the "District") and The Law Offices of Quintanilla & Associates (the "Firm").

### RECITALS

The following recitals are a substantive part of this Agreement:

1. The District is in need of general counsel legal services; and
2. The Firm represents that it's qualified by virtue of experience, training, education and expertise to accomplish the services necessary under this Agreement.

### AGREEMENT

THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Term of Agreement.

Subject to the termination provisions set forth in this Agreement below, the term of this Agreement shall be on an at-will basis, commencing on the date of execution.

2. Services to be Provided.

The Firm shall designate Steven B. Quintanilla to serve as General Counsel for the District under this Agreement (unless otherwise directed by the District) and provide the District the services as described in the scope of work attached hereto as Exhibit A, and Litigation Services, as described in Section 3.2.

3. Compensation.

The Firm shall be compensated as follows:

3.1 General Services. The Firm shall provide the General Services, identified on Exhibit A, for the following rates:

Senior Attorneys	\$200.00 per hour
Junior Attorneys	\$185.00 per hour
Paralegals	\$150.00 per hour
Law Clerks	\$75.00 per hour

3.2 Litigation Services. The Firm shall provide Litigation Services at the following rates:

Senior Attorneys	\$250.00 per hour
Junior Attorneys	\$200.00 per hour
Paralegals	\$150.00 per hour
Law Clerks	\$150.00 per hour

Litigation Services shall only include services provided by the Firm that is initiated by the District or that is in response to a lawsuit filed against the District in a proper court of law.

3.3 Billing. The Firm agrees to provide detailed invoicing of all billing for services on a monthly basis. Monthly invoices shall begin on the first of the month following the execution of the Agreement herein. All charges must be itemized by the Firm, showing in detail the work task performed during the billing entry. All charges must be presented in line item format and in a manner such that each task is separately explained in reasonable detail, and with a specific time allocation recorded, for each task. For Litigation Services, the invoice shall include the amount, billing rate and basis for calculation of all fees and costs.

3.4 Reimbursement of Expenses. The Firm shall keep accurate records of all costs and expenses. These records shall be made available to the District upon reasonable request. To obtain reimbursement, the Firm shall submit a monthly summary of expenses simultaneously with billing invoices. The District will reimburse actual, reasonable and necessary out of pocket expenses incurred by the Firm in performing any services under this Agreement as follows: (a) statutory fees, witness fees, reporter fees, stenographic transcription costs, jury fees, and service of process costs; (b) charges billed to the Firm by third parties that are necessary for the Firm to perform legal services for the District; (c) expert consultations, witnesses, and investigators authorized and approved by the District; (d) photocopying, facsimile, computerized legal research and parking fees at the actual amount charged to the Firm; and (e) mileage at IRS rates in effect at the time of travel. Time spent for travel to and from regular Board meetings shall not be reimbursable.

#### 4. Insurance.

4.1 Professional Errors and Omissions Insurance. The Firm shall obtain and maintain in full force and effect at all times Professional Errors and Omissions Liability Insurance. Such insurance shall provide coverage in an amount not less than three million dollars (\$3,000,000) per occurrence. The Firm shall also obtain and maintain in full force and effect at all times Automotive and General Liability Insurance in an amount not less than two million dollars (\$2,000,000) per occurrence. The insurance policies required under this paragraph shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage, or in limits, except after thirty (30) days prior written notice, by certified mail return receipt requested, given to the District.



Said insurance policies shall provide coverage to the District for any damages or losses suffered by the District as a result of any error or omission, or neglect by the Firm which arise out of the services rendered under this Agreement.

The firm shall, within ten (10) days after entering into this Agreement, deposit with the District a certificate of insurance certifying that all insurance required herein is, and will be, in full force and effect from the time the Agreement is entered into until completion or termination of this Agreement. The Certificates of Insurance must be renewed at least fifteen (15) days prior to expiration.

All insurance required shall be carried only by responsible insurance companies licensed to do business in California and shall name as additional insured the District, their officials, officers, employees, agents and representatives. All policies shall contain language to the effect that (1) the insurer waives any right of subrogation against the District and the District's officials, officers, employees, agents, and representatives; (2) insurance shall be primary non-contributing and any other insurance carried by the District shall be excess over such insurance; and (3) such insurance shall not be cancelled or materially changed except after thirty (30) days notice by the insurer to the District by certified mail. The Firm shall furnish the District with copies of all applicable policies promptly upon receipt.

Nothing in this section shall be construed to make the Firm other than an independent contractor/consultant for all purposes.

The Firm agrees to notify the District in the event that the limits fall below the coverage stated above or if the insurance policies noted here are allowed to lapse and substitute insurance is, or is not, obtained.

4.2 Workers Compensation Insurance. The Firm shall obtain and maintain workers compensation insurance in accordance with Section 3700 of the California Labor Code in an amount not less than one million dollars (\$1,000,000) per occurrence.

5. Indemnification.

The Firm agrees to protect, hold harmless, defend, and indemnify the District, its employees, elective or appointive boards, officers, agents, agenda and affiliates, from any and all loss, claims, liabilities, expenses, or damages of any nature whatsoever, including attorneys' fees, arising out of or in any way connected with the performance of, or services rendered by, the Firm, the Firm's agents, officers, employees, sub-contractors or independent contractors of the Firm, except where the loss or liability is due to the negligence or willful misconduct of the District.

6. District Agent.

The District Manager (the "Manager") is the District's agent for purposes of this Agreement.

7. Independent Contractor.

The Firm, and anyone employed by the firm, are not and shall not be, deemed employees of the District. The Firm is solely responsible for the payment of employment taxes, workers compensation taxes, and any other taxes for employees.

8. Conflict of Interest.

The Firm represents that it presently has no material financial interest other than that which may be held by the general public and shall not acquire any interest, direct or indirect, in any contract or decision made on behalf of the District which may be affected by the services to be performed by the Firm under this Agreement. The Firm further agrees that no person having any such interest shall be employed by them. If the Firm, or their employees, acquires a direct or indirect personal interest, such interest shall be immediately disclosed to the District and the interested individual shall abstain from any contracts or decisions under this Agreement.

In addition to the proscriptions regarding conflicts of interest imposed on the Firm by the Business and Professions Code and by California Rules of Professional Conduct, the Firm represents that no attorney of the Firm shall represent clients before any board, commission, committee or agency of the District or represent any client with interests adverse to the District, unless a bona fide conflict of interest waiver is executed by both the District and other applicable parties. Furthermore, the Firm shall at all times avoid conflicts of interest or the appearance of a conflict of interest in performance of this Agreement. The Firm shall immediately notify the Manager of any circumstances, or change of circumstances, that may provide for the potential for a conflict of interest, or actual conflict of interest.

9. Non-Liability of Officials/Employees of the District.

No official or employee of the District shall be personally liable for any default or liability under this Agreement.

10. Compliance with Law.

The Firm shall comply with all applicable laws, ordinances, codes and regulations of Federal, State, and local governments. In addition, the Firm agrees to abide by allethical and moral standards as represented by the Rules of Professional Conduct as applied to the California State Bar.

11. Work Product.

All documents, or other information developed or received, by the Firm shall be the property of the District. The Firm shall provide the District with copies of items upon reasonable demand or upon termination of this Agreement.



12. Notices.

All notices shall be personally delivered or mailed, via first class mail, to the below listed address. In addition, such addresses shall be used for delivery for service of process. The Firm agrees to notify the District within ten (10) days of the date of any change of address and agree to keep an updated address with the applicable Courts on any matters that the Firm is representing the District.

a. Address of the Firm is as follows:

Steven B. Quintanilla, President  
The Law Offices of Quintanilla & Associates  
777 E Tahquitz Canyon Way, Suite 200-41  
Palm Springs, CA 92262  
Telephone: (760) 285-6690  
Electronic Mail: SteveQ@QALawyers.com

b. Address of the District is as follows:

Palm Springs Cemetery District  
31-705 Da Vall Drive  
Cathedral City, CA 92234  
Attn: Kathleen Jurasky, District Manager  
Telephone: (760) 328-3316  
Facsimile: (760) 321-6524  
Electronic Mail: kjurasky@pscemetery.com

13. Termination of Agreement.

The District shall have the right to terminate this Agreement with or without cause at any time. The Firm shall have the right to terminate this Agreement within thirty (30) days prior notice to the District. The Firm, however, shall not substitute out as the Firm of record on any matters in which they may be representing the District without first obtaining written consent from the District, or first obtaining an appropriate court order, allowing the Firm to withdraw as counsel of record.

14. Limitations upon Assignment/Subcontracting.

The Firm agrees that no portion of their performance or services rendered under this Agreement shall be assigned by the Firm or subcontracted to any other without prior written authorization and approval of the District.

15. Non-Discrimination.

The Firm represents that it is an equal opportunity employer and shall not discriminate against any person because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age or sexual orientation.



16. Time of Essence.

Time is of the essence in the performance of this Agreement.

17. District to Execute.

The persons executing the Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement as herein stated.

18. Entire Agreement.

This Agreement represents the Parties' final and mutual understanding. This Agreement supersedes any previous agreements, oral or written, with the exception of the Firm's Legal Services Proposal, which shall be incorporated herein by this reference as though set forth at length.

19. Modification.

This Agreement shall not be modified or replaced except by another signed, written Agreement, properly executed by the Parties.

20. Waiver.

The waiver of any breach or any provision of this Agreement does not waive any other breach of that term, or any other term, in this Agreement.

21. Partial Invalidity.

If any part of this Agreement is found for any reason to be unenforceable, all other parts nonetheless shall remain in force.

22. Governing Law and Venue.

This Agreement shall be interpreted and construed in accordance with the laws of the State of California. Any action commenced regarding this Agreement shall be filed in the Riverside County Superior Court.

23. Interpretation.

This Agreement shall be interpreted as though prepared by both Parties.

24. Survival.

All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the District and the Firm shall survive termination of this Agreement.

IN WITNESS WHEREOF, these parties have executed this Agreement on the day and year shown hereinabove.

**PALM SPRINGS CEMETERY DISTRICT**

By: \_\_\_\_\_  
Jan Pye, Chair

**ATTEST:**

By: \_\_\_\_\_  
Tim Radigan-Brophy, Secretary

**LAW OFFICES OF QUINTANILLA & ASSOCIATES**

\_\_\_\_\_  
Steven B. Quintanilla, President

**EXHIBIT "A"**  
**GENERAL SERVICES**

The Firm will perform services for the District on an as-needed basis. General Services shall include the following duties and responsibilities:

1. Advise the Board of Trustees and the Manager on special district government legal matters including the Brown Act and parliamentary procedures for running meetings, and public official conflict requirements.
2. Attend all Board meetings, as required, either in person or by telephone. Attend other meetings as assigned by the Manager or Chair.
3. Review Board agendas and prepare reports for meetings as requested by the Manager or Board of Trustees.
4. Coordinate and manage the services and costs of all outside legal counsel.
5. Prepare and/or review all ordinances, resolutions, contracts, joint powers agreements, and other agreements entered into by the District as requested by the Manager.
6. Research and submit legal opinions on special district or other legal matters as requested by the Board of Trustees or the Manager.
7. Provide written updates on new State and Federal legislation and judicial decisions impacting the District and suggest action or changes in operations or procedures to assure compliance.
8. Perform legal work pertaining to land use issues including but not limited to property acquisition, property disposal, public improvements, dedications and rights-of-way.
9. Partner with the Board of Trustees and the Manager to find creative legal solutions to implement Board policies and assist the District in fulfilling its mission.
10. Provide guidance on personnel matters, including employee disciplinary and grievance matters.
11. Work with the Manager, representing the District on negotiations with District employees.
12. Enforce District ordinances and regulations through administrative and judicial actions as requested by the Board of Trustee and/or the Manager.



**PALM SPRINGS CEMETERY DISTRICT  
ACCUMULATED CAPITAL OUTLAY  
2021-2022 PROPOSED ESTIMATED EXPENDITURES  
CURRENT LIQUID ASSETS AND INVESTMENTS**

**EXPENDITURES:**

**DESERTSCAPE INTERMENT B-39 Thru B-44 - DMP / CONSTRUCTION DOCS**

Design Development and Construction Documents - RGA Landscape Architect, Inc.	15,000.00
10% Contingency	1,500.00
	16,500.00

**DESERTSCAPE INTERMENT B-39 Thru B-44 - DMP / CONSTRUCTION**

RGA Landscape Architect, Inc. - Construction Costs (Estimated)	1,267,277.00
10% Contingency	126,727.70
	1,394,004.70

**DESERT MEMORIAL PARK ROAD REPAIRS**

Asphalt Remove, Replace, Overlay, Crack Fill, Seal Coat and Striping	81,232.00
10% Contingency	8,123.20
	89,355.20

**RAMON ROAD ENTRY/EXIT LANDSCAPE DESIGN AND PLANT MATERIALS**

Landscape Arcitectoral Services/Construction Documents	1,000.00
Landscape Plants and Installation (Estimated)	55,000.00
10% Contingency	5,500.00
	61,500.00

**NEW SURFACE PRO 7 CORE i7 TABLETS, AIR PRINT, ROUTER, E-BOARDS (2)**

Preliminary Cost (Estimated)	21,500.00
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**CEMETERY DATA BASE AND MAPPING SYSTEM**

Preliminary Cost (Estimated)	25,000.00
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<b>TOTAL ESTIMATED EXPENDITURES</b>	<b>1,607,859.90</b>
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**LIQUID AND INVESTMENT ASSETS AS OF MAY 31, 2021:**

ENDOWMENT CARE INTEREST INCOME (UNRESTRICTED) (TD AMERITRADE)	1,475,746.00
CASH ON DEPOSIT - COUNTY	44,387.03
ASSET REPLACEMENT RESERVE/LAND/BLDG/ETC - COUNTY	931,573.72
ACO INVESTED FUNDS - OUTSIDE COUNTY (TD AMERITRADE)	1,046,550.58
<b>TOTAL ESTIMATED LIQUID AND INVESTMENT ASSETS</b>	<b>3,498,257.33</b>
2020-2021 BURIAL SITES/RIGHTS SALES REVENUE (May 31, 2021)	355,905.00
	<b>3,854,162.33</b>

<b>NET ESTIMATED LIQUID AND INVESTMENT ASSETS AFTER EXPENDITURES</b>	<b>2,246,302.43</b>
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**PALM SPRINGS CEMETERY DISTRICT  
ACCUMULATED CAPITAL OUTLAY  
2021-2024 PROPOSED FUTURE DEVELOPMENT PROJECTS**

**EXPENDITURES:**

**CHAPEL AND CONFERENCE CENTER**

Preliminary Construction Costs (Estimated)	1,759,000.00
Design Development and Construction Documents (Estimated)	80,000.00
10% Contingency	<u>175,900.00</u>
	<u>2,014,900.00</u>

<b>TOTAL ESTIMATED EXPENDITURES</b>	<u><u>2,014,900.00</u></u>
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**PALM SPRINGS CEMETERY DISTRICT  
2021-2022 PROPOSED SCHEDULE OF CHARGES**

INTERMENT SITES, DESERT MEMORIAL PARK	BUR RGTS	EDC	PROPOSED	2021-2022
			INCREASE	TOTAL
Adult Site ~ A-36, A-37	1,300.00	500.00	120.00	1,800.00
Adult Site ~ Balance of A Sections	1,300.00	600.00	40.00	1,900.00
Adult Site ~ B-7 thru B-10, B-16 thru B-21, B-24	1,800.00	1,100.00	100.00	2,900.00
Adult Site ~ B-25 thru B-33	1,300.00	550.00	80.00	1,850.00
Adult Site ~ B-34	1,500.00	500.00	80.00	2,000.00
Adult Site ~ B-35 thru B-37	1,800.00	900.00	100.00	2,700.00
Adult Site ~ C-19 thru C-24	900.00	400.00	100.00	1,300.00
Adult Site ~ C-19 thru C-24	1,100.00	400.00	100.00	1,500.00
Adult Site ~ C-25 and Balance of C Sections (C-2 thru C-18)	1,300.00	500.00	50.00	1,800.00
Adult Site ~ C-26 thru C-28	1,300.00	550.00	100.00	1,850.00
Adult Site ~ C-26 thru C-28	1,400.00	650.00	100.00	2,050.00
Adult Site ~ C-29 (new section in 2021-2022)	1,400.00	700.00		2,100.00
Adult Site ~ C-29 (new section in 2021-2022)	1,600.00	700.00		2,300.00
Child Site ~ A-20 (Casket over 37" = adult grave)	325.00	225.00	15.00	550.00
Cremation Site ~ A-18, A-19, A-38	600.00	300.00	80.00	900.00
Cremation Site ~ B-22, B-23, B-38	950.00	350.00	100.00	1,300.00
Cremation Niche Site D	1,650.00	500.00	40.00	2,150.00
Cremation Niche Site E   ~ (America's Plaza)	1,550.00	500.00	30.00	2,050.00
Cremation Niche Site F	1,450.00	500.00	30.00	1,950.00
Cremation Niche Site A, B, C   ~ (Memorial Terrace)	1,300.00	600.00	80.00	1,900.00
Cremation Niche Site G, H	950.00	500.00	40.00	1,450.00
Cremation Niche Site I, J   ~ (Entry Plaza/B-38)	850.00	500.00	40.00	1,350.00
Cremation Niche Site K, L	750.00	500.00	50.00	1,250.00
Cremation Niche Site M, N	800.00	500.00	50.00	1,300.00
Cremation Niche Site O   ~ (A-38)	700.00	500.00	50.00	1,200.00
Cremation Niche Site P	600.00	500.00	50.00	1,100.00
Cremation Niche Site S, T	1,000.00	500.00	40.00	1,500.00
Cremation Niche Site U, V   ~ (Memorial Terrace)	900.00	500.00	40.00	1,400.00
Cremation Niche Site W	800.00	500.00	50.00	1,300.00
Cremation Niche Site R   ~ (America's Plaza-Raised)	1,300.00	500.00	30.00	1,800.00
<b>INTERMENT SITES, WELWOOD MURRAY CEMETERY</b>				
Adult Site	5,500.00	2,000.00	300.00	7,500.00
Cremation Site	3,000.00	1,000.00	300.00	4,000.00

**OPENING & CLOSING CHARGES:**

**DESERT MEMORIAL PARK**

**WELWOOD MURRAY**

**\*\* NO INCREASES TO OPENING & CLOSING CHARGES OR SITE SET-UP FEES\*\***

Adult Interment, Graveside Service	1,230.00		2450.00
Adult Interment, Graveside Service (Witness Closing)	1,430.00		2650.00
Adult Interment, Veterans Chapel Service or Delivery	1,030.00		2050.00
Child Interment, Graveside Service	575.00		800.00
Child Interment, Veterans Chapel Service or Delivery	475.00		700.00
Cremation Interment, No Witness - No set-up	565.00		850.00
Cremation Interment, Witness/Prayer - No set-up	665.00		950.00
Cremation Interment, Graveside Service	965.00		1150.00
Cremation Niche Interment, No Witness	450.00		
Cremation Niche Interment, Witness	650.00		
Cremation Niche Interment, Nicheside	850.00		
Site Set-up for Special Service or Extra Set-up:			
Monday - Friday		225.00	
Saturday		325.00	
Sunday		425.00	



**\*\* ONLY CHANGES: \$5.00 ADDED TO CONCRETE LINERS & VAULTS RECEPTACLES\*\***

**SATURDAY/SUNDAY INTERMENTS WHEN AVAILABLE, EXCLUDES HOLIDAYS - ADDITIONAL CHARGE OF:**

		DMP	WMC
Saturday Adult Interment	Chapel/Church	900.00	1,200.00
Saturday Child Interment	9:00/10:00/11:00	600.00	750.00
Saturday Cremation Interment		600.00	750.00
Sunday Adult Interment	Graveside	1,100.00	1,400.00
Sunday Child Interment	9:30/10:30/11:30	800.00	950.00
Sunday Cremation Interment		800.00	950.00

**DISINTERMENT CHARGES:**

	DMP	WMC
Adult Site	3,500.00	4,500.00
Child Site	1,100.00	1,250.00
Cremation Site	1,100.00	1,250.00
Cremation Niche Site	950.00	N/A

**HEADSTONE SETTING/REMOVAL CHARGES:**

	DMP	WMC
Single Flush Headstone - 150/25 EDC =	175.00	210/60 EDC = 270.00
Headstone Removal - Single	60.00	90.00
Double Flush Headstone - 185/40 EDC =	225.00	260/60 EDC = 320.00
Headstone Removal - Double	85.00	110.00
Headstone Removal Preset-Burial	50.00	50.00

**RECEPTACLES:**

	HANDLING FEE	RECEPTACLE	TAX	TOTAL
Concrete Grave Liners:				
Adult - Standard	410.00	165.00	14.44	589.44
Adult #6	430.00	200.00	17.50	647.50
Adult #7	450.00	335.00	29.32	814.32
Child	155.00	140.00	12.25	307.25
Baby	155.00	135.00	11.81	301.81
Concrete Grave Vaults:				
Adult - Standard	480.00	210.00	18.38	708.38
Adult - #6	480.00	295.00	25.81	800.81
Adult - #7	500.00	545.00	47.69	1,092.69
Child	175.00	165.00	14.44	354.44
Baby	175.00	155.00	13.56	343.56
Cremation Vaults:				
Cremation Large	165.00	90.00	7.88	262.88
Cremation Ex Large	165.00	110.00	9.63	284.63

Premium Grave Vaults 1,247.25 to 3,468.25 (See Attached Schedule)

**VASES:**

	VASE	TAX	SET FEE	EDC	TOTAL
Trion	45.00	3.94	65.00	10.00	123.94
Trion (installed at time of interment)	45.00	3.94	25.00	10.00	83.94
Spartan Flush	65.00	5.69	65.00	10.00	145.69
Spartan Flush (installed at time of interment)	65.00	5.69	25.00	10.00	105.69
Spartan Raised	70.00	6.13	65.00	10.00	151.13
Spartan Raised (installed at time of interment)	70.00	6.13	25.00	10.00	111.13
Niche	50.00	4.38	65.00	10.00	129.38
Niche (installed at time of interment)	50.00	4.38	25.00	10.00	89.38

Cremation Niche Shutter Clean and Repaint	85.00	Memorial Wall (200/100 EDC)	300.00
Cremation Niche Shutter Clean	50.00	Lot Transfer Fee	100.00
Cremation Shutter Handling Fee	50.00	Returned Check Charge	30.00
Cremation Interment-Unmarked Location	500.00	Document Replacement Fee	10.00
Preneed Contract Administration Fee	100.00	Granite Headstone Cleaning	65.00/100.00
Sound System Rental	150.00	Granite Headstone 2nd Engraving	100.00
Refundable Security Deposit	550.00	Witness Headstone Setting	150.00

**ELIGIBLE NON-RESIDENT SURCHARGE: ADULT \$700.00; CREMATION \$370.00; CHILDREN \$240.00**

**THE ENDOWMENT CARE DEPOSIT IS NOT REFUNDABLE**

A Refundable late fee deposit is required on all interments. Funerals departing the cemetery grounds after hours specified in the current regulations of the Palm Springs Cemetery District shall be subject to a late hour fee.

**LATE HOUR FEES: Monday-Friday \$200.00 \* Saturday \$300.00 \* Sunday \$350.00**

Revision adopted by the Board of Trustees of the Palm Springs Cemetery District June 10, 2021. Effective July 1, 2021

This supersedes all other revisions.

**PALM SPRINGS CEMETERY DISTRICT  
2021-2022 PROPOSED BUDGET - INCOME**

GENERAL FUND	May 31, 2022 YTD 2021 INCOME	APPROVED 2020-2021 BUDGET	PROPOSED 2021-2022 BUDGET
<b>Services</b>			
Misc Special Set Up	225	2,900	900
Returned Check	90	50	70
Opening & Closing	387,615	297,050	297,050
Saturday Interment Surcharge	0	19,600	19,600
Sunday Interment Surcharge	0	8,800	8,800
Vase-Headstone Set-Clean	57,835	45,890	45,890
Lot Transfer Fees	1,600	1,600	1,600
Handling Fee	127,820	94,175	94,175
P/N Contract Fee	12,300	8,000	8,000
Lost Doc-Credit Card Conv Fee, Misc	8,566	8,550	8,550
Late Hour/Witness Grave Closure	0	12,900	12,900
Memorial Wall	0	300	300
ENR Fee	61,730	42,730	42,730
	<u>657,781</u>	<u>542,545</u>	<u>540,565</u>
<b>Other Income</b>			
Interest Income	24	35	35
Land Lease	63,036	69,513	69,798
County Interest Income	542	491	550
Taxes Apportioned	286,310	339,569	358,562
Grave Liners	24,685	23,850	23,850
Grave Vaults	32,765	17,050	17,050
Grave Vases	12,356	8,775	8,775
	<u>419,718</u>	<u>459,283</u>	<u>478,620</u>
Total Income	1,077,499	1,001,828	1,019,185
Carryover	197,153	32,409	31,912
Transfer In	30,000	65,000	65,000
Total	<u>1,304,652</u>	<u>1,099,237</u>	<u>1,116,097</u>

**ACCUMULATIVE CAPITAL OUTLAY FUND**

Burial Sites	355,905	247,645	247,645
Interest or Dividends	16,928	19,551	17,500
County Interest Income	2,753	4,976	3,000
Total	<u>375,586</u>	<u>272,172</u>	<u>268,145</u>

Prepared 05/31/22

G:\BKP\2021-2022 ApprovedBudget.qpw



**PALM SPRINGS CEMETERY DISTRICT  
2021-2022 PROPOSED BUDGET - EXPENDITURES**

GENERAL FUND	May 31, 2021	APPROVED	PROPOSED
	YTD 2021 EXPEND	2020-2021 BUDGET	2021-2022 BUDGET
<b>CODE 1 - SALARIES &amp; BENEFITS</b>			
60101 Regular Salaries	241,041	284,141	309,141
60106 Regular Salaries (COVID)	4,921	25,000	0
60102 BOT Board Meetings	10,057	13,469	13,469
60103 BOT Conference	0	2,500	2,500
60105 BOT Travel & Expense	0	3,000	3,000
61101 Temporary Help	0	10,000	10,000
71101 Retirement	17,064	19,890	20,697
71201/2 FICA - Medicare	19,440	21,737	23,649
72301 Employee Group Ins	82,089	81,591	83,459
72601 Unemployment Ins	2,341	3,395	3,395
73101 Workers' Comp Ins	6,170	7,507	7,585
	<u>383,124</u>	<u>472,230</u>	<u>476,895</u>
<b>CODE 2 - UTILITIES</b>			
81111 Electricity	47,917	47,000	48,250
81112 Telephone	7,280	8,000	8,000
81113 Water	30,851	35,000	40,250
	<u>86,048</u>	<u>90,000</u>	<u>96,500</u>
<b>CODE 2 - ADMINISTRATIVE EXP</b>			
83308 Community Outreach	100	1,500	1,000
83309 Visa-Master Card Fees	8,382	11,000	9,000
83310 Returned Checks	0	50	50
83311 County Service Charge	1,160	1,200	1,200
83312 Education	0	400	400
53313 General Insurance	24,090	26,280	26,752
83314 Legal	14,524	10,000	17,500
83315 Lot Repurchase	6,185	6,500	6,500
83316 Office Expense	21,769	16,000	18,000
83317 Travel & Convention	0	7,000	7,000
83318 Uniforms-Safety Equipment	92	1,000	1,000
83319 Meeting Exp, Admin. Supplies	103	600	500
83320 Contributions	0	200	200
83321 Audit	6,320	8,200	8,200
83323 Advertising - Publicity	2,331	5,000	5,000
83324 Membership & Dues	6,285	5,650	6,300
	<u>91,342</u>	<u>100,581</u>	<u>108,602</u>
<b>CODE 2 - OPERATIONAL EXP</b>			
84410 Auto/Truck Expense	9,262	1,200	2,000
84411 Large Equip Repairs	2,995	4,000	4,000
84412 Equip Repairs	112	650	1000
84413 Irrigation Sys Repair	8,141	7,000	8,300
84414 Fertilizer - Seed	10,779	11,000	11,000
84415 Gas - Oil - Tires	3,156	5,000	5,000
84416 Plant - Building	11,255	22,000	22,000
84417 Road Maintenance	0	2,000	2,000
84418 Tools - Operational Supplies	1,041	1,500	1,500
84419 Grave Liners & Vaults	54,981	38,500	38,500
84420 Grave Vases	6,858	4,500	4,500
84422 Contract Tree-Garden Maint.	246,199	296,400	296,400
84423 Contract Burials	0	7,000	7,000
84424 Security Camera	539	2,000	1,500
84425 Security Guards	7,975	8,700	8,700
84426 COVID-19 Expenses	2,238	2,000	1,500
	<u>365,531</u>	<u>413,450</u>	<u>414,900</u>
<b>TOTAL EXPENDITURES</b>	<u>926,045</u>	<u>1,076,260</u>	<u>1,096,897</u>
<b>CODE 8 - APPROP CONTING</b>			
581000 Approp contingencies	20,000	20,000	20,000
<b>TOTAL APPROPRIATION</b>	<u>946,045</u>	<u>1,096,260</u>	<u>1,116,897</u>



	May 31, 2021 YTD 2021 EXPEND	APPROVED 2021 Budget	PROPOSED 2022 BUDGET
CODE 4 - ACCUMULATED CAPITAL			
542060 Structure-Improvements	12,070	205,855	1,607,860
581000 Approp contingencies	0	20,000	20,000
546020 Equipment	0	50,000	50,000
TOTAL EXPENDITURES	<u>12,070</u>	<u>275,855</u>	<u>1,677,860</u>

**PALM SPRINGS CEMETERY DISTRICT  
RESOLUTION 05-2021**

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

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

**BE IT RESOLVED**, by the Board of Trustees of the Palm Springs Cemetery District that \$14,791.88 of the funds in the PreNeed Fund, 51265 shall be transferred to the General Fund, 51270

**FURTHER RESOLVED**, the Board of Trustees of the Palm Springs Cemetery District that \$3,900.00 of the funds in PreNeed Fund, 51265, shall be transferred to the Accumulative Capital Fund, 51275.

**BE IT FURTHER RESOLVED** that these fund transfers are the result of interment costs and contract refunds incurred for the months of April 1, 2021 to May 31, 2021.

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

**Section 1.                    CERTIFICATION**

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

**APPROVED AND ADOPTED this 10th day of June 2021**, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jan M. Pye, Chairperson

ATTEST:

\_\_\_\_\_  
Tim Radigan-Brophy, Secretary

**PALM SPRINGS CEMETERY DISTRICT**

**RESOLUTION 4-2021**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT, RIVERSIDE COUNTY, CALIFORNIA, FOR THE PURPOSE OF ADOPTING THE GENERAL FUND AND ACCUMULATIVE CAPITAL OUTLAY FUND BUDGETS FOR THE FISCAL YEAR 2020-2021**

**WHEREAS;** Pursuant to California Government Code Section 53901, every district is required to file with the Office of County Auditor Controller an itemized estimate of anticipated revenues and appropriations for fiscal year 2021-2022;

**BE IT RESOLVED** that the Board of Trustees of the Palm Springs Cemetery District adopt the General Fund Budget, Fund 51270, in the amount of \$1,116,097.00; and

**BE IT FURTHER RESOLVED** that the Board of Trustees of the Palm Springs Cemetery District adopt the Accumulative Capital Outlay Fund Budget, Fund 51275 in the amount of \$1,677,860.00

**APPROVED AND ADOPTED** this 10th day of June 2021, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

ATTEST:

\_\_\_\_\_  
Tim Radigan-Brophy, Secretary