

**PALM SPRINGS CEMETERY DISTRICT**

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

**Thursday, March 12, 2020 at 2:00 p.m.**

31-705 Da Vall Drive, Cathedral City, California

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

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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENTS**

During this part of the meeting, the public is invited to address the Board of Trustees on any matter **not on the Agenda** or any item on the **Consent Agenda** by stepping to the lectern and giving his or her name and city of residence for the record. Unless additional time is authorized by the Board of Trustees, remarks on Agenda items shall be limited to 3 minutes. **If you wish to speak on an agenda item, please wait to be recognized by the Presiding Officer when that Agenda item is opened for public comments.**

**4. CONFIRMATION OF AGENDA**

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

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

**5. CONSENT CALENDAR**

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

**a. Approval of February 13, 2020 Regular Meeting Minutes**

**b. Approval of February Expenditures**

|                                 |              |              |
|---------------------------------|--------------|--------------|
| General Fund                    |              | \$ 79,302.52 |
| February Reimburse Voucher 1663 | \$ 28,115.51 |              |
| February Reimburse Voucher 1665 | \$ 51,187.01 |              |
| Accumulative Capital Outlay     |              | \$ 3,456.67  |
| February Reimburse Voucher 1664 | \$ 3,345.67  |              |
| Pet Memorial Park Cemetery      |              | \$ .00       |

|   |  |              |
|---|--|--------------|
| Total February 29, 2020 Expenditures Checks & Visa/Debit Card |  |              |
| 22948-22986 Direct Deposits (Payroll)                         |  | \$ 82,759.19 |

**c. Financial Reports as of February 29, 2020 (F-1 thru F-5A)**

## **6. ADMINISTRATIVE CALENDAR**

- a. District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group
- b. East 40 Acres Lease Agreement – Update
- c. New Computers for Workstations – Proposal Erich Fischer, Desert Tech.Com
- d. Review for Discussion and Possible Approval – Green Burial Policy
- e. Review and Sign Form 700 – Statement of Economic Interests
- f. Review for Discussion and Possible Approval – Headstone Without 3" Border
- g. Strategic Barometer Dashboard – Update
- h. Discussion for the Establishment of Emergency and Disaster Protocols

## **7. LEGISLATIVE CALENDAR**

- a. Resolution 3-2020, Transfer Interment Rights & Costs from PN to ACO & GF

## **8. TRUSTEE AND ATTORNEY SIGNATURES**

## **9. BOARD DEVELOPMENT**

- a. CAPC Annual Conference, Oxnard, CA – Trustee Pye and District Manager Jurasky

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

## **11. COMMITTEES**

## **12. REPORTS**

- a. Trustees
- b. District Manager

## **13. FUTURE AGENDA ITEMS**

- a. Discussion in 2020/2021 – 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. PSCD Master Plan – Desert Memorial Park
- f. Historical Tours at Welwood Murray Cemetery – Trustee Kleindienst

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

- a. Conference with Labor Negotiator (Government Code § 54954.5) District's Designated Labor Negotiator: Steven B. Quintanilla, General Counsel  
**Unrepresented Employee:** District Manager
  
- b. Real Property Negotiations pursuant to Government Code Section 54956.  
**Property:** 40 Gross Acres Parcel described as the South West quarter of the South West quarter of Section 14, Township 4 South, Range 5 East, SBBM.  
**District Negotiators:** Board of Trustee of the Palm Springs Cemetery District  
**Negotiating Parties:** Mario J. Gonzales, President/CEO RM Da Vall, LLC  
**Under Negotiation:** Terms of Lease Agreement, Acres to be Developed and Conceptual Site Plan

**15. CLOSED SESSION ANNOUNCEMENT**

**16. OPEN SESSION**

**17. ADJOURNMENT**

**THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M., MONDAY, March 9, 2020**

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Kathleen Jurasky, District Manager

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

**DATE:** February 13, 2020

**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  
Lynn T. Mallotto, Treasurer  
Bary A. Freet, Member, Secretary  
Tim M. Radigan-Brophy, Member

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

**3. PUBLIC COMMENTS** – Brad Anderson who resides in Rancho Mirage, CA introduced himself, and stated that he was just sitting in on the meeting to once again observe. The Board and District Manager welcomed him and thanked him for taking the time to attend.

Mr. Anderson said that he noticed in the minutes that the District has hired or in the process of hiring a new lawn care contractor from Thermal, and wanted to suggest that the Board inquire as to what they do with their debris.

He stated that he was in attendance at a Coachella Valley Mountain Conservancy board meeting when the District received a grant for the removal of Tamarisk trees, and he read in the minutes there was a wall damage issue during the removal. Then he said that is all I'm here for today, and thanked the Board for allowing him speak.

**4. CONFIRMATION OF AGENDA** Motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve the Agenda as presented. Motion carried; vote 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

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

**6. ADMINISTRATIVE CALENDAR** a. **East 40 Acres Lease Agreement** No action taken

b. **Campanile Block Wall Damage and Repair – Update** District Manager Jurasky reported that the block wall was repaired by Campanile at a cost of \$6,913.34 which is \$2,795.66 less than the proposal the District received to investigate cost of repairs. She stated that PSCD paid \$3,456.67 to GID Campanile, LLC to settle the damaged block wall dispute.

c. **Review for Discussion and Possible Approval - Green Burial Policy** Following a discussion District Manager Jurasky was directed to make requested changes and place this item on a future agenda.

d. **CAPC Local Area Meeting Murrieta Valley Cemetery District March 18, 2020 in Murrieta, CA** Following a discussion motion was made by Trustee Kleindienst, seconded by Mallotto to approve Trustees, District Manager Jurasky and select staff attending the CAPC Local Area meeting in Murrieta, CA. Attendance is to include all necessary expenses. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

**e. Special District Association of Riverside County (SDARC) Luncheon April 16, 2020 in Beaumont, CA** Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve Trustees and District Manager Jurasky attending the SDARC luncheon in Beaumont, CA. Attendance is to include all necessary expenses. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy

**f. CSDA Legislative Days May 19-20, 2020 in Sacramento, CA** Following a discussion motion was made by Trustee Mallotto, seconded by Kleindienst to approve Trustees and District Manager Jurasky attending CSDA Legislative Days in Sacramento, CA. This approval is to include all necessary expenses. Motion carried; roll call 5-0 Freet, Kleindienst, Mallotto, Pye and Radigan-Brophy.

7. **LEGISLATIVE CALENDAR** – None

8. **TRUSTEE SIGNATURES AND ATTORNEY** All signatures were completed.

9. **BOARD DEVELOPMENT** – None

10. **PUBLIC HEARING CALENDAR** – None

11. **COMMITTEE REPORTS** Trustee

**12. REPORTS a. Trustee Report** Trustee Mallotto reported that she spoke with Neal Wilson the District's financial advisor, and stated that he said there are several CD's coming due in May 2020. Trustee Mallotto said Mr. Wilson stated the Corona virus is affecting the stock market, which tends to cause investor to move funds to treasuries, and this will be a positive for the District investments.

She also stated that the investment sub-committee will be meeting with him the end of March to discuss plans for the CD's coming due in May 2020.

Trustee Kleindienst stated that he would like to present a historic tour with actors in costumes portraying pioneers interred at Welwood Murray Cemetery. He said that he would like to prepare a script for Board review in the future. Following a discussion, the Board agreed this would be a welcomed event sponsored by PSCD.

Trustee Radigan-Brophy reported he will be in Phoenix March 12, 2020, and will not attend that board meeting.

**b. District Manager Report**

**1. Strategic Barometer Dashboard – Update** District Manager Jurasky reported that of the 146 interments for this fiscal year there has been only one minor complaint, and it was regarding a fee to witness an interment.

She stated that 35 site sells were results of 14 prior interments and 21 family referrals. She reported that overall the family surveys have been positive.

Trustee Pye requested the District Manager Jurasky include the Barometer in the agenda packet. District Manager Jurasky stated that she would include.

- 13. FUTURE AGENDA ITEMS**
- a. Discussion in 2020/2021 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** No action taken
  - d. Review for Discussion and Possible Approval the Concept of Public Restrooms – Veteran Chapel** No action taken
  - e. PSCD Maser Plan – Desert Memorial Park** No action taken

**14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE** – Safe Harbor language was read by Steven Quintanilla the District’s general legal counsel. Convened into Closed Session at 2:49 P.M.

- a.** Conference with Labor Negotiator (Government Code § 54954.5) District’s Designated Labor Negotiator: Steven B. Quintanilla, General Counsel

**Unrepresented Employee:** District Manager

- b.** Real Property Negotiations pursuant to Government Code Section 54956.  
**Property:** 40 Gross Acres Parcel described as the South West quarter of the South West quarter of Section 14, Township 4 South, Range 5 East, SBBM.  
**District Negotiators:** Board of Trustee of the Palm Springs Cemetery District  
**Negotiating Parties:** Mario J. Gonzales, President/CEO RM Da Vall, LLC  
**Under Negotiation:** Terms of Lease Agreement, Acres to be Developed and Conceptual Site Plan

Returned to Open Session at 3:05 P.M.

**15. CLOSED SESSION ANNOUNCEMENT** – No Reportable Action

**16. OPEN SESSION** – None

**17. ADJOURNMENT** Meeting was adjourned by Trustee Pye at 3:05 P.M. The next regular board meeting is scheduled for 2:00 P.M., Thursday, March 12, 2020.

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

\_\_\_\_\_  
Bary A. Freet, Secretary

**PALM SPRINGS CEMETERY DIST**  
**Cash Disbursements Journal**  
For the Period From Feb 1, 2020 to Feb 29, 2020

| Date    | Check # | Line Description  | Debit Amount            | Credit Amount |
|---------|---------|---|-------------------------|---------------|
| 2/4/20  | 22948   | TRASH SERVICE - FEB 2020<br>BURRTEC WASTE & RECYCLING SVCS  | 390.47                  | 390.47        |
| 2/4/20  | 22949   | JANITORIAL SERVICE 1/04/20, 1/11/20, 1/18/20, & 1/25/<br>SAGE MAID LLC  | 480.00                  | 480.00        |
| 2/4/20  | 22950   | IN628379 - KYOCERA COPIER FOR 01/16/2020 TO 02/1<br>AIS   | 39.15                   | 39.15         |
| 2/4/20  | 22951   | YELLOW PAGE ADVERTISING<br>DEX YP   | 184.20                  | 184.20        |
| 2/4/20  | 22952   | 5891 - LANDSCAPE MAINTENANCE SERVICE FOR JA<br>LESS \$105.69 FOR (1) GREY FLUSH VASE DAMAGED<br>KIRKPATRICK LANDSCAPING SERVICES          | 19,642.31               | 19,642.31     |
| 2/11/20 | 22953   | SETTLE DISPUTE RE: CAMPANILE BLOCK WALL -<br>GID CAMPANILE, LLC   | 3,456.67                | 3,456.67      |
| 2/11/20 | 22954   | 200233 SECURITY PATROL 02-01 THRU 02-29-2020<br>MAXWELL SECURITY SERVICES, INC  | 725.00                  | 725.00        |
| 2/11/20 | 22955   | INV000000335405 - SECURITY CAMERAS FOR OFFIC<br>INV000000335476 - SECURITY CAMERAS FOR WELL<br>ONE RING NETWORKS                          | 138.00<br>138.00        | 276.00        |
| 2/11/20 | 22956   | WMC USAGE<br>DESERT WATER AGENCY  | 356.72                  | 356.72        |
| 2/11/20 | 22957   | 332245-850914 WELL REPLENISHMENT<br>COACHELLA VALLEY WATER DIST   | 819.66                  | 819.66        |
| 2/12/20 | 22958   | BUSINESS REPLY PERMIT #2000<br>POSTMASTER   | 240.00                  | 240.00        |
| 2/12/20 | 22959   | IN041642 - (8) #5 LINERS, (2) #5 VAULTS<br>IN041736 - (12) #5 LINERS<br>WHITED CEMETERY SERVICE   | 1,690.00<br>1,880.00    | 3,570.00      |
| 2/13/20 | 22960   | LEGAL SERVICES RENDERED 10/1/2019 TO 10/31/201<br>LEGAL SERVICES RENDERED 11/1/2019 TO 11/30/201<br>QUINTANILLA & ASSOCIATES              | 680.00<br>1,698.00      | 2,378.00      |
| 2/13/20 | 22961   | 7776328 - PEST MGMT SERVICE FOR JAN 2020<br>WESTERN EXTERMINATOR  | 82.50                   | 82.50         |
| 2/20/20 | 22962   | OFFICE PHONES FOR PERIOD ENDING 03/06/2020<br>FRONTIER COMMUNICATIONS   | 388.71                  | 388.71        |
| 2/20/20 | 22963   | ACCOUNT 27923 - DUES FOR 02/01/2020 - 01/31/2021<br>GREATER PALM SPRINGS CVB  | 300.00                  | 300.00        |
| 2/20/20 | 22964   | 559831-884770 - FIRE PROTECTION<br>180819-512108 - BUSINESS<br>559833-884766 - ADMIN BUILDING FOR FEB 2020<br>COACHELLA VALLEY WATER DIST | 86.99<br>17.68<br>51.60 | 156.27        |

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|---------|---------|--|--------------------------------|---------------|
| 2/20/20 | 22965   | 841667564 - HEALTH & SAFETY CODE UPDATES<br>THOMSON REUTERS - WEST   | 225.12                         | 225.12        |
| 2/20/20 | 22966   | 11978 - WEB HOSTING FOR 1ST QTR 2020<br>PALMER INTERNET, LLC   | 135.00                         | 135.00        |
| 2/25/20 | 22967   | 00B0032777377 - BOTTLE WATER & OTHER SUPPLIE<br>READY REFRESH BY NESTLE  | 101.14                         | 101.14        |
| 2/25/20 | 22968   | 4131339 - COURIER SERVICE 02/06/2020<br>GLS US   | 16.90                          | 16.90         |
| 2/25/20 | 22969   | IN633181 - WATER COOLER FOR 02/16/2020 TO 03/15/<br>IN633180 - KYOCERA COPIER FOR PERIOD 02/16/202<br>AIS  | 32.63<br>42.29                 | 74.92         |
| 2/25/20 | 22970   | MONTHLY SERVICE FOR AMERICAS PLAZA FOUNT<br>REPLACED PUMP ON POTS<br>ELOY'S POOL SERVICE & REPAIRS   | 50.00<br>190.00                | 240.00        |
| 2/26/20 | 22971   | GROUND SUPERVISOR & OFFICE CELL PHONES FO<br>SPRINT  | 131.00                         | 131.00        |
| 2/26/20 | 22972   | CELL PHONE FOR DISTRICT MANAGER FOR PERIO<br>AT & T MOBILITY   | 155.33                         | 155.33        |
| 2/26/20 | 22973   | IT0000003712 - PS FINANCIALS FOR JAN 2020<br>IT0000003706 - DATA VPN FOR JAN 2020<br>RIVERSIDE COUNTY INFORMATION TECHNOLOGY   | 111.96<br>4.55                 | 116.51        |
| 2/26/20 | 22974   | 78922963 - JANITORIAL SUPPLIES<br>WAXIE SANITARY SUPPLY  | 78.46                          | 78.46         |
| 2/26/20 | 22975   | 60209 - (12) GOLD CREM VAULTS, (12) WHITE CREM<br>(12) SPARTAN RAISED (12) PLASTIC (6) NICHE VASE<br>ASCO PACIFIC, INC.  | 1,566.62<br>804.34             | 2,370.96      |
| 2/27/20 | 22976   | CAPC ANNUAL CONFERENCE OXNARD 2/19/20 - 2/2<br>MEALS<br>KATHLEEN JURASKY   | 196.65<br>13.70                | 210.35        |
| 2/28/20 | 22977   | 5951 - SATURDAY BURIALS 1/11/20, 1/25/20 & 2/1/20<br>5876 - SATURDAY BURIALS 10/19/19, 11/23/19, 11/30/19,<br>5782 - SATURDAY BURIALS 10/05/19, 10/12/19<br>KIRKPATRICK LANDSCAPING SERVICES | 1,044.00<br>1,914.00<br>696.00 | 3,654.00      |
| 2/28/20 | 22978   | MAR 2020 PSCD EMPLOYEE DENTAL INSURANCE E<br>STANDARD INSURANCE COMPANY RB   | 445.84                         | 445.84        |
| 2/28/20 | 22979   | MAR 2020 PSCD EMPLOYEE LIFE INSURANCE EXPE<br>STANDARD INSURANCE COMPANY RQ  | 68.17                          | 68.17         |
| 2/28/20 | 22980   | MAR 2020 PSCD EMPLOYEE VISION INSURANCE EX<br>METLIFE GROUP BENEFITS   | 63.41                          | 63.41         |
| 2/28/20 | 22981   | K JURASKY - EXTRA HEALTH INSURANCE FOR PAY<br>COLONIAL LIFE  | 203.78                         | 203.78        |



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| Date    | Check #  | Line Description   | Debit Amount   | Credit Amount |
|---------|----------|--|--|---------------|
| 2/28/20 | 22982    | FEB 2020 PSCD EMPLOYEE RETIREMENT EXPENSE<br>FEB 2020 EMPLOYEE 401B PAYABLE - K JURASKY<br>OPPENHEIMER FUNDS SERVICES  | 597.49<br>1,846.16                                       | 2,443.65      |
| 2/28/20 | 22983    | FEB 2020 PSCD EMPLOYEE RETIREMENT EXPENSE<br>FRANKLIN - TEMPLETON  | 219.34   | 219.34        |
| 2/28/20 | 22984    | FEB 2020 PSCD EMPLOYEE RETIREMENT EXPENSE<br>FRANKLIN - TEMPLETON  | 218.18   | 218.18        |
| 2/28/20 | 22985    | FEB 2020 PSCD EMPLOYEE RETIREMENT EXPENSE<br>FRANKLIN - TEMPLETON  | 284.04   | 284.04        |
| 2/28/20 | 22986    | FEB 2020 PSCD EMPLOYEE RETIREMENT EXPENSE<br>FRANKLIN - TEMPLETON  | 226.95   | 226.95        |
| 2/7/20  | DEBIT    | FEB 2020 PSCD EMPLOYEE HEALTH INSURANCE EX<br>FEB 2020 PSCD RETIREE HEALTH INSURANCE EXPE<br>FEB 2020 EMPLOYEE PORTION OF HEALTH INSURA<br>CALPERS   | 5,424.13<br>1,154.34<br>699.82                           | 7,278.29      |
| 2/26/20 | DEBIT    | 3-001-6901-55 WELL #2 FOR PERIOD 01/14/20 TO 02/12/<br>3-003-6360-97 WMC FOR PERIOD 01/14/20 TO 02/12/20<br>3-011-5009-75 DAVALL GATE FOR PERIOD 01/14/20 T<br>3-040-5194-97 ADMIN BUILDING FOR PERIOD 01/13/20<br>3-016-9582-84 WELL #4 FOR PERIOD 12/11/19 TO 01/10/<br>3-016-9582-84 WELL #4 FOR PERIOD 01/10/20 TO 02/10/<br>SO CAL EDISON | 101.97<br>11.10<br>36.71<br>465.63<br>724.25<br>2,527.02 | 3,866.68      |
| 2/25/20 | DEBIT JP | EMBASSY SUITES-OXNARD CAPC ANNUAL CONFER<br>COMPANY DEBIT CARD   | 692.16   | 692.16        |
| 2/25/20 | DEBIT JP | CHEVRON - CAPC ANNUAL CONFERENCE 2/19/2020 -<br>COMPANY DEBIT CARD   | 33.55  | 33.55         |
| 2/18/20 | DEBIT JR | DON & SWEET SUE'S - EMPLOYEE STAFF MEETING<br>COMPANY DEBIT CARD   | 88.31  | 88.31         |
| 2/13/20 | DEBIT JR | HOME DEPOT - PLYWOOD<br>COMPANY DEBIT CARD   | 78.94  | 78.94         |
| 2/24/20 | DEBIT JR | ADAMS TAX FORMS-FEDERAL E-FILE 2019 FORMS 1<br>COMPANY DEBIT CARD  | 8.07   | 8.07          |
| 2/26/20 | DEBIT JR | LOWES - AIR COMPRESSOR<br>COMPANY DEBIT CARD   | 203.68   | 203.68        |
| 2/3/20  | DEBIT KJ | STAPLES - PRINTER CARTRIDGES & OTHER SUPPLI<br>COMPANY DEBIT CARD  | 101.08   | 101.08        |
| 2/8/20  | DEBIT KJ | ICLOUD: 200 GB STORAGE PLAN<br>COMPANY DEBIT CARD  | 2.99   | 2.99          |
| 2/14/20 | DEBIT KJ | KEURIG COFFEE MAKER<br>COMPANY DEBIT CARD  | 152.24   | 152.24        |

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|---------|--------------|--|------------------|------------------|
| 2/25/20 | DEBIT KJ     | CSDA LEGISLATIVE DAYS 5/19/20 - 5/20/2020 - K JUR  | 275.00           |                  |
|         |              | CSDA LEGISLATIVE DAYS 5/19/20 - 5/20/2020 - L MAL  | 275.00           |                  |
|         |              | COMPANY DEBIT CARD                                 |                  | 550.00           |
| 2/25/20 | DEBIT KJ     | SOUTHWEST CSDA LEGISLATIVE DAYS 5/19/20 - 5/20     | 254.96           |                  |
|         |              | SOUTHWEST CSDA LEGISLATIVE DAYS 5/19/20 - 5/20     | 254.96           |                  |
|         |              | COMPANY DEBIT CARD                                 |                  | 509.92           |
| 2/24/20 | DEBIT KJ     | STAPLES - PRINTER CARTRIDGE                        | 89.16            |                  |
|         |              | COMPANY DEBIT CARD                                 |                  | 89.16            |
| 2/23/20 | DEBIT KJ     | EMBASSY SUITES-OXNARD - CAPC ANNUAL CONFE          | 1,182.60         |                  |
|         |              | K JURASKY (\$32.00 TO BE REFUNDED BY HOTEL)        |                  |                  |
|         |              | COMPANY DEBIT CARD                                 |                  | 1,182.60         |
| 2/3/20  | DEBIT KJ     | RANCHO MIRAGE CHAMBER-RAMMY AWARDS                 | 55.00            |                  |
|         |              | COMPANY DEBIT CARD                                 |                  | 55.00            |
| 2/20/20 | DEBIT KJ     | CHEVRON - (REIMBURSED BY K JURASKY 3/2/20)         | 29.00            |                  |
|         |              | COMPANY DEBIT CARD                                 |                  | 29.00            |
| 2/14/20 | EDD_TAX      | SIT P/R 01/30/20 TO 2/12/2020 PAID 02/14/2020      | 225.98           |                  |
|         |              | SDI P/R 01/30/20 TO 2/12/2020 PAID 02/14/2020      | 107.47           |                  |
|         |              | EMPLOYMENT DEVELOPMENT DEPT                        |                  | 333.45           |
| 2/28/20 | EDD_TAX      | SIT P/R 02/13/2020 TO 02/26/2020 PAID 02/28/2020   | 225.46           |                  |
|         |              | SDI P/R 02/13/2020 TO 02/26/2020 PAID 02/28/2020   | 120.78           |                  |
|         |              | EMPLOYMENT DEVELOPMENT DEPT                        |                  | 346.24           |
| 2/14/20 | EDD_TAX      | SUI P/R 01/30/20 TO 2/12/2020 PAID 02/14/2020      | 340.77           |                  |
|         |              | EMPLOYMENT DEVELOPMENT DEPT                        |                  | 340.77           |
| 2/28/20 | EDD_TAX      | SUI P/R 02/13/2020 TO 02/26/2020 PAID 02/28/2020   | 178.59           |                  |
|         |              | EMPLOYMENT DEVELOPMENT DEPT                        |                  | 178.59           |
| 2/14/20 | EXPRESS_     | FIT P/R 01/30/20 TO 2/12/2020 PAID 02/14/2020      | 858.64           |                  |
|         |              | SOCIAL SECURITY P/R 01/30/20 TO 2/12/2020 PAID 02/ | 1,332.54         |                  |
|         |              | MEDICARE P/R 01/30/20 TO 2/12/2020 PAID 02/14/2020 | 311.62           |                  |
|         |              | BANK OF AMERICA                                    |                  | 2,502.80         |
| 2/28/20 | EXPRESS_     | FIT P/R 02/13/2020 TO 02/26/2020 PAID 02/28/2020   | 858.27           |                  |
|         |              | SOCIAL SECURITY P/R 02/13/2020 TO 02/26/2020 PAID  | 1,497.80         |                  |
|         |              | MEDICARE P/R 02/13/2020 TO 02/26/2020 PAID 02/28/2 | 350.32           |                  |
|         |              | BANK OF AMERICA                                    |                  | 2,706.39         |
| 2/14/20 | FEES         | P/R 01/30/20 TO 2/12/2020 PAID 02/14/2020          | 74.43            |                  |
|         |              | CBIZ PAYROLL                                       |                  | 74.43            |
| 2/28/20 | FEES         | P/R 02/13/2020 TO 02/26/2020 PAID 02/28/2020       | 95.09            |                  |
|         |              | CBIZ PAYROLL                                       |                  | 95.09            |
|         | <b>Total</b> |  | <b>66,668.14</b> | <b>66,668.14</b> |

**PALM SPRINGS CEMETERY DISTRICT  
Payroll Disbursement Journal-General Fund  
For February 2020**

| Date                       | Reference | Employee               | Amount           |
|----------------------------|-----------|------------------------|------------------|
| 2/14/2020                  | 4810      | KATHLEEN JURASKY       | 2,319.01         |
| 2/14/2020                  | 4811      | JUAN F. REYNA          | 1,641.22         |
| 2/14/2020                  | 4812      | STEPHANIE C. LOZANO    | 1,244.69         |
| 2/14/2020                  | 4813      | SCOTT W. VICKREY       | 1,293.93         |
| 2/14/2020                  | 4814      | EDGAR F. ARCHILA       | 1,287.46         |
| 2/28/2020                  | 4820      | KATHLEEN JURASKY       | 2,319.01         |
| 2/28/2020                  | 4821      | KATHLEEN JURASKY       | 400.00           |
| 2/28/2020                  | 4822      | JUAN F. REYNA          | 941.38           |
| 2/28/2020                  | 4823      | STEPHANIE C. LOZANO    | 1,244.68         |
| 2/28/2020                  | 4824      | SCOTT W. VICKREY       | 1,286.59         |
| 2/28/2020                  | 4825      | EDGAR F. ARCHILA       | 1,292.81         |
| 2/28/2020                  | 4826      | BARY A. FREET          | 164.06           |
| 2/28/2020                  | 4827      | WILLIAM G. KLEINDIENST | 164.05           |
| 2/28/2020                  | 4828      | LYNN T. MALLOTTO       | 164.06           |
| 2/28/2020                  | 4829      | JAN M. PYE             | 164.05           |
| 2/28/2020                  | 4830      | TIM RADIGAN-BROPHY     | 164.05           |
| <b>2/1/20 thru 2/29/20</b> |           |                        | <b>16,091.05</b> |

**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP  
February 2020**

|  |                         |
|--|-------------------------|
| February Cash Disbursement Journal     | 66,668.14               |
| February Payroll Disbursement Journal  | 16,091.05               |
| <b>TOTAL PSCD DISBURSEMENTS</b>        | <b><u>82,759.19</u></b> |
| <b>TOTAL GENERAL FUND EXPENDITURES</b> | <b><u>79,302.52</u></b> |
| February Payment Voucher # 1663        | 28,115.51               |
| February Payment Voucher # 1665        | 51,187.01               |
| <b>Total Payment Vouchers</b>          | <b><u>79,302.52</u></b> |
| <b>TOTAL ACO EXPENDITURES</b>          | <b><u>3,456.67</u></b>  |
| GID CAMPANILE, LLC                     | 3,456.67                |
| Repair west block wall - Check 22953   |                         |
| February ACO Payment Voucher # 1664    | <u>3,456.67</u>         |
| <b>PET CEMETERY DRAWDOWNS</b>          | <b><u>0.00</u></b>      |
| Loan Amount:                           | 25,000.00               |
| Current Balance Remaining:             | 15,000.00               |
| <b>TOTAL FEBRUARY DISBURSEMENTS</b>    | <b><u>82,759.19</u></b> |

**PALM SPRINGS CEMETERY DISTRICT  
SITE SALES & INTERMENTS  
February 2020**

**SALES**

|               | Prior Months |          | February  |          | FY 2019/2020<br>YTD Totals |          | FY 2018/2019<br>YTD Totals |          |
|---------------|--------------|----------|-----------|----------|----------------------------|----------|----------------------------|----------|
|               | DMP          | WMC      | DMP       | WMC      | DMP                        | WMC      | DMP                        | WMC      |
| Adult, C      | 64           | 0        | 9         | 0        | 73                         | 0        | 48                         | 0        |
| Adult, A&B    | 21           | 0        | 4         | 0        | 25                         | 0        | 43                         | 0        |
| Premium       | 50           | 0        | 4         | 0        | 54                         | 0        | 54                         | 0        |
| Child         | 2            | 0        | 0         | 0        | 2                          | 0        | 5                          | 0        |
| Cremation     | 17           | 0        | 2         | 0        | 19                         | 0        | 26                         | 0        |
| Niche         | 11           | 0        | 2         | 0        | 13                         | 0        | 26                         | 0        |
| <b>TOTALS</b> | <b>165</b>   | <b>0</b> | <b>21</b> | <b>0</b> | <b>186</b>                 | <b>0</b> | <b>202</b>                 | <b>0</b> |

**LOT REPURCHASES**

|               | Prior Months |          | February |          | FY 2019/2020<br>YTD Totals |          | FY 2018/2019<br>YTD Totals |          |
|---------------|--------------|----------|----------|----------|----------------------------|----------|----------------------------|----------|
|               | DMP          | WMC      | DMP      | WMC      | DMP                        | WMC      | DMP                        | WMC      |
| Adult         | 6            | 0        | 0        | 0        | 6                          | 0        | 7                          | 0        |
| Cremation     | 0            | 1        | 0        | 0        | 0                          | 1        | 5                          | 0        |
| Niche         | 3            | 0        | 0        | 0        | 3                          | 0        | 0                          | 0        |
| <b>TOTALS</b> | <b>9</b>     | <b>1</b> | <b>0</b> | <b>0</b> | <b>9</b>                   | <b>1</b> | <b>12</b>                  | <b>0</b> |

**TOTAL INTERMENTS**

|               | Prior Months |          | February  |          | FY 2019/2020<br>YTD Totals |          | FY 2018/2019<br>YTD Totals |          |
|---------------|--------------|----------|-----------|----------|----------------------------|----------|----------------------------|----------|
|               | DMP          | WMC      | DMP       | WMC      | DMP                        | WMC      | DMP                        | WMC      |
| Adult         | 110          | 0        | 24        | 1        | 134                        | 1        | 114                        | 1        |
| Child         | 4            | 0        | 0         | 0        | 4                          | 0        | 5                          | 0        |
| Cremation     | 22           | 2        | 8         | 0        | 30                         | 2        | 34                         | 4        |
| Niche         | 8            | 0        | 1         | 0        | 9                          | 0        | 15                         | 0        |
| <b>TOTALS</b> | <b>144</b>   | <b>2</b> | <b>33</b> | <b>1</b> | <b>177</b>                 | <b>3</b> | <b>168</b>                 | <b>5</b> |

**SATURDAY INTERMENTS**

|               | Prior Months |          | February |          | FY 2019/2020<br>YTD Totals |          | FY 2018/2019<br>YTD Totals |          |
|---------------|--------------|----------|----------|----------|----------------------------|----------|----------------------------|----------|
|               | DMP          | WMC      | DMP      | WMC      | DMP                        | WMC      | DMP                        | WMC      |
| Adult         | 13           | 0        | 3        | 0        | 16                         | 0        | 13                         | 0        |
| Child         | 0            | 0        | 0        | 0        | 0                          | 0        | 1                          | 0        |
| Cremation     | 3            | 0        | 0        | 0        | 3                          | 0        | 6                          | 1        |
| Niche         | 0            | 0        | 0        | 0        | 0                          | 0        | 0                          | 0        |
| <b>TOTALS</b> | <b>16</b>    | <b>0</b> | <b>3</b> | <b>0</b> | <b>19</b>                  | <b>0</b> | <b>20</b>                  | <b>1</b> |

**SUNDAY INTERMENTS**

|               | Prior Months |          | February |          | FY 2019/2020<br>YTD Totals |          | FY 2018/2019<br>YTD Totals |          |
|---------------|--------------|----------|----------|----------|----------------------------|----------|----------------------------|----------|
|               | DMP          | WMC      | DMP      | WMC      | DMP                        | WMC      | DMP                        | WMC      |
| Adult         | 2            | 0        | 0        | 0        | 2                          | 0        | 4                          | 0        |
| Child         | 0            | 0        | 0        | 0        | 0                          | 0        | 0                          | 0        |
| Cremation     | 0            | 0        | 0        | 0        | 0                          | 0        | 1                          | 0        |
| Niche         | 0            | 0        | 0        | 0        | 0                          | 0        | 0                          | 0        |
| <b>TOTALS</b> | <b>2</b>     | <b>0</b> | <b>0</b> | <b>0</b> | <b>2</b>                   | <b>0</b> | <b>5</b>                   | <b>0</b> |

**PALM SPRINGS CEMETERY DIST  
INCOME STATEMENT - GENERAL FUND  
FOR THE EIGHT MONTHS ENDING FEBRUARY 29, 2020**

|  | PTD<br>ACTUAL      | PTD<br>PRIOR YEAR  | VARIANCE         | YTD<br>ACTUAL       | YTD<br>PRIOR YEAR   | VARIANCE         |
|--|--------------------|--------------------|------------------|---------------------|---------------------|------------------|
| REVENUE                                  |                    |                    |                  |                     |                     |                  |
| OPEN AND CLOSE                           | 30,675.00          | 27,790.00          | 2,885.00         | 189,845.00          | 179,525.00          | 10,320.00        |
| MISC SPECIAL SET-UP                      | 425.00             | 125.00             | 300.00           | 1,425.00            | 1,350.00            | 75.00            |
| RETURNED CHECK BANK CHARGE               | 0.00               | 0.00               | 0.00             | 30.00               | 30.00               | 0.00             |
| INTEREST RECEIVED                        | 3.67               | 2.25               | 1.42             | 26.00               | 31.63               | (5.63)           |
| LAND LEASE                               | 5,656.99           | 5,492.23           | 164.76           | 45,255.92           | 43,937.84           | 1,318.08         |
| CREDIT CARD CONVEN FEE                   | 348.82             | 526.99             | (178.17)         | 3,541.62            | 3,229.97            | 311.65           |
| SAT INTERMENT SURCHARGE                  | 1,800.00           | 2,700.00           | (900.00)         | 15,300.00           | 15,150.00           | 150.00           |
| SUN INTERMENT SURCHARGE                  | 0.00               | 1,100.00           | (1,100.00)       | 4,400.00            | 5,200.00            | (800.00)         |
| WITNESS GRAVE CLOSING                    | 1,850.00           | 900.00             | 950.00           | 9,200.00            | 6,700.00            | 2,500.00         |
| TAX COLLECTIONS                          | 549.59             | 4,021.28           | (3,471.69)       | 181,471.13          | 176,263.13          | 5,208.00         |
| VAULTS                                   | 1,845.00           | 705.00             | 1,140.00         | 9,530.00            | 6,645.00            | 2,885.00         |
| CREMATION VAULTS                         | 630.00             | 360.00             | 270.00           | 2,790.00            | 2,970.00            | (180.00)         |
| LINERS                                   | 1,760.00           | 2,880.00           | (1,120.00)       | 14,040.00           | 14,035.00           | 5.00             |
| GRAVE VASES                              | 970.00             | 930.00             | 40.00            | 6,730.35            | 6,148.80            | 581.55           |
| MEMORIAL WALL INCOME                     | 0.00               | 0.00               | 0.00             | 300.00              | 0.00                | 300.00           |
| ENR SURCHARGE                            | 4,610.00           | 3,540.00           | 1,070.00         | 28,970.00           | 29,640.00           | (670.00)         |
| LOT TRANSFERS                            | 100.00             | 0.00               | 100.00           | 1,200.00            | 1,000.00            | 200.00           |
| COUNTY INTEREST INCOME                   | 0.00               | 0.00               | 0.00             | 344.00              | 551.27              | (207.27)         |
| HANDLING FEE                             | 9,985.00           | 9,530.00           | 455.00           | 62,405.00           | 56,780.00           | 5,625.00         |
| PRENEED CONTRACT SERVICE CHG             | 1,600.00           | 600.00             | 1,000.00         | 5,500.00            | 6,400.00            | (900.00)         |
| VASE/HDSTN SET & CLEAN                   | 5,180.00           | 4,500.00           | 680.00           | 33,845.00           | 29,680.00           | 4,165.00         |
| <b>TOTAL REVENUE</b>                     | <b>67,989.07</b>   | <b>65,702.75</b>   | <b>2,286.32</b>  | <b>616,149.02</b>   | <b>585,267.64</b>   | <b>30,881.38</b> |
| EXPENSES                                 |                    |                    |                  |                     |                     |                  |
| REGULAR SALARIES                         | 22,085.60          | 33,430.94          | (11,345.34)      | 206,582.72          | 206,374.58          | 208.14           |
| BOT MEETING COMPENSATION                 | 897.95             | 359.18             | 538.77           | 6,465.24            | 7,183.60            | (718.36)         |
| BOT CONFERENCES                          | 275.00             | 420.00             | (145.00)         | 2,794.00            | 2,145.00            | 649.00           |
| BOT TRAVEL & EXPENSES                    | 980.67             | 662.00             | 318.67           | 3,670.46            | 662.00              | 3,008.46         |
| RETIREMENT/PENSION                       | 1,546.00           | 1,519.07           | 26.93            | 14,460.81           | 13,625.12           | 835.69           |
| FICA                                     | 1,415.17           | 2,080.27           | (665.10)         | 13,120.72           | 13,152.34           | (31.62)          |
| MEDICARE                                 | 330.97             | 486.51             | (155.54)         | 3,068.56            | 3,075.95            | (7.39)           |
| EMPLOYEE GROUP INSURANCE                 | 6,001.55           | 5,788.63           | 212.92           | 47,691.13           | 43,605.62           | 4,085.51         |
| RETIREE GROUP INSURANCE                  | 1,154.34           | 602.83             | 551.51           | 9,415.62            | 8,668.72            | 746.90           |
| UNEMPLOYMENT INSURANCE                   | 519.36             | 925.16             | (405.80)         | 2,570.81            | 2,626.53            | (55.72)          |
| WORKERS COMP INSURANCE                   | 583.61             | 586.29             | (2.68)           | 4,569.04            | 4,454.70            | 114.34           |
| ELECTRICITY                              | 3,866.68           | 2,909.19           | 957.49           | 30,047.33           | 37,018.46           | (6,971.13)       |
| TELEPHONE                                | 675.04             | 719.02             | (43.98)          | 5,930.44            | 5,424.02            | 506.42           |
| WATER                                    | 1,332.65           | 2,099.92           | (767.27)         | 23,178.50           | 31,639.31           | (8,460.81)       |
| CAPC CONFERENCE DONATIONS                | 0.00               | 0.00               | 0.00             | 200.00              | 0.00                | 200.00           |
| COMMUNITY OUTREACH                       | 55.00              | 250.00             | (195.00)         | 629.24              | 1,068.13            | (438.89)         |
| VISA-MASTER CHG FEES                     | 830.83             | 756.04             | 74.79            | 6,943.84            | 5,942.67            | 1,001.17         |
| COUNTY SERVICE CHARGE                    | 116.51             | 43.72              | 72.79            | 733.04              | 661.00              | 72.04            |
| EDUCATION                                | 0.00               | 0.00               | 0.00             | 0.00                | 254.99              | (254.99)         |
| GENERAL INSURANCE                        | 1,632.63           | 1,494.09           | 138.54           | 13,061.04           | 11,952.72           | 1,108.32         |
| LEGAL                                    | 2,378.00           | 0.00               | 2,378.00         | 5,824.00            | 6,005.50            | (181.50)         |
| LOT REPURCHASE                           | 0.00               | 2,170.00           | (2,170.00)       | 5,310.00            | 7,470.08            | (2,160.08)       |
| OFFICE EXPENSE                           | 1,446.60           | 1,121.71           | 324.89           | 12,584.23           | 14,101.75           | (1,517.52)       |
| TRAVEL & CONVENTION                      | 1,919.91           | 1,189.00           | 730.91           | 5,215.24            | 3,974.83            | 1,240.41         |
| UNIFORMS & SAFETY EQUIPMENT              | 0.00               | 0.00               | 0.00             | 0.00                | 78.56               | (78.56)          |
| MTG EXP & SUPPLIES                       | 0.00               | 3,286.10           | (3,286.10)       | 534.39              | 5,870.84            | (5,336.45)       |
| CONTRIBUTIONS                            | 0.00               | 200.00             | (200.00)         | 0.00                | 200.00              | (200.00)         |
| AUDIT                                    | 0.00               | 0.00               | 0.00             | 6,750.00            | 6,750.00            | 0.00             |
| ADVERTISING/PUBLICITY                    | 319.20             | 182.30             | 136.90           | 3,563.10            | 1,790.10            | 1,773.00         |
| MEMBERSHIP & DUES                        | 300.00             | 300.00             | 0.00             | 5,650.38            | 5,679.36            | (28.98)          |
| AUTO TRUCK EXPENSE                       | 0.00               | 0.00               | 0.00             | 0.00                | 1,059.64            | (1,059.64)       |
| LARGE EQUIPMENT REPAIRS                  | 0.00               | 0.00               | 0.00             | 867.51              | 0.00                | 867.51           |
| EQUIPMENT REPAIRS                        | 0.00               | 25.00              | (25.00)          | 0.00                | 250.00              | (250.00)         |
| IRRIGATION SYSTEM REPAIRS                | 0.00               | 205.71             | (205.71)         | 2,706.18            | 2,047.94            | 658.24           |
| FERTILIZER AND SEED                      | 0.00               | 0.00               | 0.00             | 7,601.03            | 7,422.19            | 178.84           |
| GASOLINE, OIL, TIRES                     | 0.00               | 0.00               | 0.00             | 3,322.87            | 1,397.02            | 1,925.85         |
| PLANT & BUILDING                         | 1,271.43           | 2,549.76           | (1,278.33)       | 10,852.98           | 15,185.55           | (4,332.57)       |
| TOOLS & SUPPLIES                         | 282.62             | 19.27              | 263.35           | 531.38              | 357.47              | 173.91           |
| GRAVE LINERS & VAULTS                    | 5,136.62           | 1,620.00           | 3,516.62         | 27,484.80           | 18,942.73           | 8,542.07         |
| GRAVE VASES                              | 804.34             | 818.31             | (13.97)          | 4,070.58            | 3,132.12            | 938.46           |
| CONTRACT TREE/GARDEN MAINTNCE            | 19,642.31          | 19,748.00          | (105.69)         | 126,249.55          | 137,744.11          | (11,494.56)      |
| CONTRACT BURIALS                         | 3,654.00           | 2,784.00           | 870.00           | 5,568.00            | 6,786.00            | (1,218.00)       |
| SECURITY CAMERA EXPENSE                  | 138.00             | 138.00             | 0.00             | 1,104.00            | 966.00              | 138.00           |
| DMP GROUNDS SECURITY                     | 725.00             | 725.00             | 0.00             | 5,800.00            | 5,800.00            | 0.00             |
| <b>TOTAL EXPENSES</b>                    | <b>(82,317.59)</b> | <b>(92,215.02)</b> | <b>9,897.43</b>  | <b>(636,722.76)</b> | <b>(652,547.25)</b> | <b>15,824.49</b> |
| <b>NET CHANGE FROM OPERATIONS</b>        | <b>(14,328.52)</b> | <b>(26,512.27)</b> | <b>12,183.75</b> | <b>(20,573.74)</b>  | <b>(67,279.61)</b>  | <b>46,705.87</b> |
| OTHER REVENUE & EXPENSE                  |                    |                    |                  |                     |                     |                  |
| RESERVES TRANSFERRED IN                  | 0.00               | 0.00               | 0.00             | 33,600.00           | 28,865.08           | 4,734.92         |
| <b>TOTAL OTHER REVENUE &amp; EXPENSE</b> | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>      | <b>33,600.00</b>    | <b>28,865.08</b>    | <b>4,734.92</b>  |
| <b>NET CHANGE</b>                        | <b>(14,328.52)</b> | <b>(26,512.27)</b> | <b>12,183.75</b> | <b>13,026.26</b>    | <b>(38,414.53)</b>  | <b>51,440.79</b> |



**ACCUMULATIVE CAPITAL OUTLAY  
INCOME STATEMENT  
FOR THE EIGHT MONTHS ENDING FEBRUARY 29, 2020**

|  | PTD<br>ACTUAL     | PTD<br>PRIOR YEAR | VARIANCE         | YTD<br>ACTUAL     | YTD<br>PRIOR YEAR | VARIANCE         |
|--|-------------------|-------------------|------------------|-------------------|-------------------|------------------|
| <b>REVENUE</b>                           |                   |                   |                  |                   |                   |                  |
| BURIAL RIGHT SALES                       | 12,005.00         | 26,310.00         | (14,305.00)      | 163,605.00        | 165,590.00        | (1,985.00)       |
| CURRENT INTEREST & DIVIDENDS             | 1,484.64          | 1,701.58          | (216.94)         | 13,728.61         | 13,354.62         | 373.99           |
| COUNTY INTEREST INCOME                   | 0.00              | 0.00              | 0.00             | 2,687.43          | 952.21            | 1,735.22         |
| DONATIONS & GRANTS                       | 54,000.00         | 0.00              | 54,000.00        | 54,000.00         | 0.00              | 54,000.00        |
| GAIN/INVEST FAIR VALUE INCREAS           | 12,567.87         | 8,395.10          | 4,172.77         | 17,413.15         | 4,927.55          | 12,485.60        |
| <b>TOTAL REVENUE</b>                     | <b>80,057.51</b>  | <b>36,406.68</b>  | <b>43,650.83</b> | <b>251,434.19</b> | <b>184,824.38</b> | <b>66,609.81</b> |
|  | <b>80,057.51</b>  | <b>36,406.68</b>  | <b>43,650.83</b> | <b>251,434.19</b> | <b>184,824.38</b> | <b>66,609.81</b> |
| <b>EXPENSES</b>                          |                   |                   |                  |                   |                   |                  |
| INVESTMENT ADVISOR FEES                  | 1,209.77          | 1,149.07          | 60.70            | 3,646.46          | 3,438.81          | 207.65           |
| COUNTY SERVICE CHARGE                    | 0.00              | 2.89              | (2.89)           | 0.00              | 2.89              | (2.89)           |
| <b>TOTAL EXPENSES</b>                    | <b>(1,209.77)</b> | <b>(1,151.96)</b> | <b>(57.81)</b>   | <b>(3,646.46)</b> | <b>(3,441.70)</b> | <b>(204.76)</b>  |
| <b>NET CHANGE FROM OPERATIONS</b>        | <b>78,847.74</b>  | <b>35,254.72</b>  | <b>43,593.02</b> | <b>247,787.73</b> | <b>181,382.68</b> | <b>66,405.05</b> |
| <b>OTHER REVENUE &amp; EXPENSE</b>       |                   |                   |                  |                   |                   |                  |
| REVENUE TRANSFERRED IN                   | 0.00              | 0.00              | 0.00             | (5,090.00)        | (13,530.00)       | 8,440.00         |
| REVENUE TRANSFER OUT                     | 0.00              | 0.00              | 0.00             | 30,000.00         | 25,500.00         | 4,500.00         |
| <b>TOTAL OTHER REVENUE &amp; EXPENSE</b> | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>      | <b>24,910.00</b>  | <b>11,970.00</b>  | <b>12,940.00</b> |
| <b>NET CHANGE</b>                        | <b>78,847.74</b>  | <b>35,254.72</b>  | <b>43,593.02</b> | <b>222,877.73</b> | <b>169,412.68</b> | <b>53,465.05</b> |

**ENDOWMENT CARE FUND  
INCOME STATEMENT  
FOR THE EIGHT MONTHS ENDING FEBRUARY 29, 2020**

|                                | PTD<br>ACTUAL    | PTD<br>PRIOR YEAR | VARIANCE           | YTD<br>ACTUAL     | YTD<br>PRIOR YEAR | VARIANCE          |
|--------------------------------|------------------|-------------------|--------------------|-------------------|-------------------|-------------------|
| <b>REVENUE</b>                 |                  |                   |                    |                   |                   |                   |
| WMC ENDOWMENT CARE             | 1,920.00         | 0.00              | 1,920.00           | 1,990.00          | 250.00            | 1,740.00          |
| ENDOWMENT CARE DEPOSITS        | 20,412.00        | 18,838.04         | 1,573.96           | 135,093.00        | 121,925.98        | 13,167.02         |
| CURRENT INTEREST & DIVIDENDS   | 5,044.83         | 9,954.84          | (4,910.01)         | 66,913.40         | 68,800.85         | (1,887.45)        |
| COUNTY INTEREST INCOME         | 0.00             | 0.00              | 0.00               | 2,039.33          | (1,749.97)        | 3,789.30          |
| GAIN/INVEST FAIR VALUE INCREAS | 2,585.06         | 29,005.95         | (26,420.89)        | 8,639.86          | 24,913.07         | (16,273.21)       |
| <b>TOTAL REVENUE</b>           | <b>29,961.89</b> | <b>57,798.83</b>  | <b>(27,836.94)</b> | <b>214,675.59</b> | <b>214,139.93</b> | <b>535.66</b>     |
| <b>EXPENSES</b>                |                  |                   |                    |                   |                   |                   |
| INVESTMENT ADVISOR FEES        | 7,191.02         | 7,023.69          | 167.33             | 28,706.98         | 21,004.62         | 7,702.36          |
| <b>TOTAL EXPENSES</b>          | <b>7,191.02</b>  | <b>7,023.69</b>   | <b>167.33</b>      | <b>28,706.98</b>  | <b>21,004.62</b>  | <b>7,702.36</b>   |
| <b>NET CHANGE</b>              | <b>22,770.87</b> | <b>50,775.14</b>  | <b>(28,004.27)</b> | <b>185,968.61</b> | <b>193,135.31</b> | <b>(7,166.70)</b> |



**PRENEED FUND  
INCOME STATEMENT  
FOR THE EIGHT MONTHS ENDING FEBRUARY 29, 2020**

|                                | PTD<br>ACTUAL    | PTD<br>PRIOR YEAR | VARIANCE         | YTD<br>ACTUAL     | YTD<br>PRIOR YEAR | VARIANCE          |
|--------------------------------|------------------|-------------------|------------------|-------------------|-------------------|-------------------|
| <b>REVENUE</b>                 |                  |                   |                  |                   |                   |                   |
| CURRENT SALES                  | 17,105.26        | 11,132.49         | 5,972.77         | 92,257.85         | 78,958.81         | 13,299.04         |
| CURRENT DEFERRED REVENUE       | 18,663.75        | 7,033.97          | 11,629.78        | 67,240.39         | 78,539.43         | (11,299.04)       |
| CURRENT INTEREST & DIVIDENDS   | 2,892.83         | 3,369.22          | (476.39)         | 26,428.48         | 28,771.05         | (2,342.57)        |
| COUNTY INTEREST INCOME         | 0.00             | 0.00              | 0.00             | 1,690.11          | 1,318.38          | 371.73            |
| GAIN/INVEST FAIR VALUE INCREAS | 19,910.01        | 16,791.31         | 3,118.70         | 26,922.55         | 13,137.69         | 13,784.86         |
| <b>TOTAL REVENUE</b>           | <b>58,571.85</b> | <b>38,326.99</b>  | <b>20,244.86</b> | <b>214,539.38</b> | <b>200,725.36</b> | <b>13,814.02</b>  |
| <b>EXPENSES</b>                |                  |                   |                  |                   |                   |                   |
| INVESTMENT FEES                | 2,395.00         | 2,289.51          | 105.49           | 7,214.71          | 6,843.72          | 370.99            |
| COUNTY SERVICE CHARGES         | 0.00             | 1.36              | (1.36)           | 0.00              | 1.36              | (1.36)            |
| LOSS ON TRANSFER (INTER COSTS) | 0.00             | 0.00              | 0.00             | 5,034.07          | 3,276.06          | 1,758.01          |
| SALES TRANSFR OUT (PRIOR YR)   | 0.00             | 0.00              | 0.00             | 7,290.00          | 13,530.00         | (6,240.00)        |
| <b>TOTAL EXPENSES</b>          | <b>2,395.00</b>  | <b>2,290.87</b>   | <b>104.13</b>    | <b>19,538.78</b>  | <b>23,651.14</b>  | <b>(4,112.36)</b> |
| <b>NET CHANGE</b>              | <b>56,176.85</b> | <b>36,036.12</b>  | <b>20,140.73</b> | <b>195,000.60</b> | <b>177,074.22</b> | <b>17,926.38</b>  |



51365 Avenida Herrera  
La Quinta, CA 92253  
760-609-4234

March 2, 2020

Kathleen Jurasky, District Manager  
Palm Springs Cemetery District  
31-705 Da Vall Drive  
Cathedral City, CA 92234

Dear Kathleen,

In response to your request for pricing information for workstation upgrades, please find the various options below.

**Dell OptiPlex 3070 (Support Staff) \$955.00 /unit x 3 = \$2,865.00**

- Intel® Core™ i5-9500
- Windows 10 Pro 64bit English
- 8GB 1X8GB 2666MHz DDR4 Memory
- 3.5" 500GB 7200RPM SATA Hard Disk Drive
- MS Office 2019 Business Suite
- Installation of new equipment
- Migration of all data and software from old PCs

**Dell OptiPlex 5070 (District Manager & Office Accountant) \$1390.00 /unit x 2 = \$2,780.00**

- Intel® Core™ i7-9700
- Windows 10 Pro 64bit English
- 16GB 1X8GB 2666MHz DDR4 Memory
- 3.5" 1TB 7200RPM SATA Hard Disk Drive
- MS Office 2019 Business Suite
- Installation of new equipment
- Migration of all data and software from old PCs

**TOTAL COST: \$5,645.00**

I designed the first option (Dell OptiPlex 3070), to address the current and future needs of the administrative staff workstations upgrades. Administration, Support Staff and Groundskeeper workstations.

The second option (Dell OptiPlex 5070), to meet the requirements of the Accountant and District Manager's workstations. Their respective workload is higher than the others.

Each computer comes with a manufacturer's 1-year warranty.

Extended warranties may be purchased from Dell at any time within the first year.

Please feel free to contact me should you have any questions.

Thank you,

Erich Fischer

**Thank you for the opportunity to service your computing needs**



# PALM SPRINGS CEMETERY

D E S E R T C E M E T E R Y

## **PALM SPRINGS CEMETERY DISTRICT (PSCD) GREEN BURIAL INTERMENT POLICY**

### **WHAT IS A GREEN BURIAL?**

Green (or natural) burial emphasizes simplicity and environmental sustainability. The body is neither cremated nor prepared with chemicals such as embalming fluids. It is simply placed in a biodegradable coffin or shroud and interred without a concrete burial vault or liner. The grave site is allowed to return to nature. The goal is complete decomposition of the body and its natural return to the soil. Only then can a burial truly be “ashes to ashes, dust to dust,” a phrase so often used when we bury our loved ones.

### **WHAT IS THE GREEN BURIAL INTERMENT PROCESS?**

1. Before the digging is started, native plants are temporarily removed from the area.
2. Graves are hand dug using shovels, pick axes, pry bars by 2-3 PSCD grounds crew employees. Plywood will be used to shore up the walls of the grave to prevent cave-ins.
3. Digging the grave can take anywhere from 1 1/2 to 2 hours depending on ground conditions. The grave will be dug to a 5-foot depth on average.
  - a. The green burial councils recommended depth is 3.5 feet. A minimum distance of 18 inches is needed to keep the body out of the “smell zone.” The distance between the deceased and the surface that makes the odor noticeable to humans or animal species.
4. Shrouded bodies not in containers must be firmly secured to a biodegradable pallet before removal from the hearse or other conveyance, unless family of the deceased should elect to transport the body from the conveyance to the gravesite.
5. The deceased is transported to the grave site in its organic casket or other container and or on a wood carrying board when the body is shrouded. The body (along with any bio-degradable receptacle) is placed on a lowering device comprised of wooden planks and ropes. When lowered, the planks are removed and the ropes are utilized for security and stability.
6. Families and friends will be allowed to lower the deceased into the grave provided they have been counseled by PSCD office staff beforehand on this procedure.

**PSCD STAFF WILL HAVE NO DIRECT CONTACT WITH THE REMAINS.**

Once the body has been transported to the cemetery, it will immediately be lowered into the grave by natural fiber ropes. Four, or more, able bodied and of sound mind persons, over the age of 18, will be needed from the family for this process. PSCD staff will be on hand to help ensure a safe and smooth lowering. The rope and any other porous material that may be contaminated by fluid will remain in the grave. After the lowering has been completed, then a service may be conducted if there is a wish to do so.

7. The body or container is lowered into the grave without the use of a concrete burial vault or concrete liner. The soil from the grave is then packed directly around and over the shrouded body or any environmentally safe receptacle.
8. Any plants removed from the site are planted back to grave site location.
9. Traditional memorialization, such as granite or bronze grave markers and headstones, are not allowed in the natural burial sections. Families may plant a naturally occurring plant (native to the Coachella Valley) on the site as a marking.
10. California Native Wildflower seed mix will be mixed into the soil on top of the grave by the grounds crew and/or family as the final process.
11. Bodies can be buried at Desert Memorial Park (Traditional and Green Burial Sections) and Welwood Murray Cemetery (Traditional Section) in caskets, receptacles or shrouds that are made from biodegradable natural material, non-toxic and environmentally safe.
12. A Permit for Disposition of Human Remains is required for all burials.
13. Commercial caskets must be constructed of wood, grasses, reeds, bamboo or other natural material, and be designed to specifically bear the weight of the body it is being used to carry. Burial shrouds must be of natural or plant fiber construction, and will be the minimum required burial container.
14. Homemade caskets and shrouds will be allowed; however, they must conform with the casket and shroud requirements as noted in item 11.
15. Absolutely no metals, plastics, synthetic linings, formaldehyde glues, stains, varnishes or oils can be used in the caskets, coffins, shrouds or receptacles.
16. Embalmed bodies and/or those in non-biodegradable caskets, such as metal, are not eligible for the green burial option.
17. District employees will have no direct contact with the remains, and the District shall not be responsible for the remains until it is in full contact with the floor of the grave.
18. No person shall enter a grave which is not fully shored in compliance with District policy.
19. Layout of gravesites shall be in accordance with District interment site maps.

20. Small stone markers are allowed to identify grave location, but the GPS coordinates of each grave are recorded to allow for easy location of grave sites for visitors.

**DUE TO THE NATURE OF GREEN BURIALS, DISINTERMENT WILL NOT BE ALLOWED.**

## **GREEN BURIAL IN THE TRADITIONAL TURF INTERMENT SECTION**

When interment is complete and the grave has been closed, removed turf will be returned to the top of the grave.

## **GREEN BURIAL IN THE GREEN BURIAL INTERMENT SECTION**

When interment is complete and the grave has been closed, California Native Wildflower seed mix will be mixed into the soil on top of the grave as the final process.

## **ELIGIBILITY**

The Palm Springs Cemetery District offers the green burial options to all residents and eligible non-residents.

## **VOLUNTARY PARTICIPATION IN GREEN BURIAL INTERMENT PROCESS**

In an effort to accommodate the varied cultural and religious practices of members of the public, the District will consider allowing voluntary participation in the green interment process, in keeping with our policies and procedures, only under the following conditions:

- Such participation is authorized by the District Manager
- All participants are over the age of 18
- Each and every participant must sign a waiver releasing the District from all responsibility, financial, and other, due to any real or perceived physical or psychological injury derived from such participation or the witnessing thereof by any person present or family member even if not present at said interment.

While the District is committed to accommodation, it reserves the right, at its sole discretion with or without cause, to refuse or rescind an individual or family's request for a green burial or for voluntary participation in such an interment.

## **WHY CHOOSE GREEN BURIAL?**

Green burials are not new. Most burials before the mid-19th century were conducted this way, as are many Jewish and Muslim burials today. Green burials are enjoying a resurgence in popularity, for a number of reasons:

**Simplicity.** The idea of wrapping the body in a shroud or placing it in a plain, unadorned coffin appeals to those who prefer their burial arrangement to be simple, natural and unpretentious.

**Lower cost.** Because green burials do not involve embalming, fancy caskets, or concrete vaults, they can be a very cost-effective alternative to conventional burials, lowering the cost by thousands of dollars. If the family supplies their own shroud or coffin, the cost can be further reduced.

**Conserving natural resources.** Each year US cemeteries bury over 30 million board feet of hardwood and 90,000 tons of steel in caskets, 17,000 tons of steel and copper in vaults, and 1.6 million tons of reinforced concrete in vaults. With green burial, fewer resources are used.

**Eliminating hazardous chemicals.** For some, forgoing the embalming process is the main attraction, since embalming fluid contains formaldehyde, a respiratory irritant and known carcinogen. In the US about 5.3 million gallons of embalming fluid are used every year, and funeral home workers are exposed to it routinely.

**Preserving natural areas.** Love of nature and a desire for “eternal rest” in a forever-wild meadow or forest are frequently-cited reasons for choosing green burial. The burial sites restore or preserve a natural landscape populated by native trees, shrubs and wildflowers; the sites offer food and refuge to birds and other wildlife. A green cemetery can be an important component in the acquisition and conservation of native habitats.

**PALM SPRINGS CEMETERY DISTRICT  
RESOLUTION 3-2020**

**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 \$20,343.58 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 \$11,045.00 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 January 1, 2020 to February 29, 2020.

**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 12th day of March 2020**, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

ATTEST:

\_\_\_\_\_  
Bary A. Freet, Secretary