

**PALM SPRINGS CEMETERY DISTRICT
AGENDA
VIDEO CONFERENCE
REGULAR MEETING
OF THE
BOARD OF TRUSTEES
Thursday, April 14, 2022 at 2:00 P.M.**

31-705 Da Vall Drive, Cathedral City, California

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

IMPORTANT NOTICE

NEW LAW

**Pursuant to Assembly Bill No. 361
Effective September 16, 2021**

The Public May Observe the Meeting and Offer Public Comment Remotely

**If you would like to participate in this teleconferenced Board Meeting, please follow these instructions:
YOU MAY JOIN MEETING AND COMMENT VIA ZOOM AT: <https://us02web.zoom.us/j/2464673948>; or
CALL IN: 669-900-6833 MEETING ID: 246 467 3948**

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

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

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

4. CONFIRMATION OF AGENDA

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

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

5. CONSENT CALENDAR

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

- a. Approval of March 10, 2022 Meeting Minutes

5. CONSENT CALENDAR - continued

- b. Approval of December Expenditures
 - General Fund \$ 159,188.10
 - Feb Reimburse Voucher 1730 \$ 29,315.29
 - Feb Reimburse Voucher 1731 \$ 48,473.43
 - Mar Reimburse Voucher 1732 \$ 29,504.16
 - Mar Reimburse Voucher 1733 \$ 51,516.22

 - Accumulative Capital Outlay \$ 1,734.00
 - Mar Reimburse Voucher 1734 \$ 1,734.00

 - Pet Memorial Park Cemetery \$.00
 - Total February 28, 2021 & March 31, 2022 Expenditures Checks & Visa/Debit Card 23937-24024 & Direct Deposits (Payroll) \$ 160,922.10
- c. Financial Reports as of March 31, 2021 (F-1 thru F-5A)
- d. Resolution 8-2021, Regarding Remote Teleconference Board Meetings per AB361

6. ADMINISTRATIVE CALENDAR

- a. District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group
- b. East 40 Acres Lease Agreement – Past Due Prior Years Property Taxes Update

7. LEGISLATIVE CALENDAR

- a. Resolution 1-2022, Transfer Interment Rights & Costs from PN to ACO & GF
- b. Resolution 2-2002, Finance Committee Urgency Action Authority

8. TRUSTEE AND ATTORNEY SIGNATURES

9. BOARD DEVELOPMENT

- a. Understanding the Legislative Process
- b. Special Districts Association of Riverside County (SDARC) Luncheon – Review and Discussion

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEES

12. REPORTS

- a. Trustees
- b. District Manager
 - 1. Strategic Barometer
 - a. Service Provider Agreements-New Interment Sections
 - 2. Disinterment/Reinterment C. Bercovici – Court Order
 - 3. Staff Promotion – E. Archila Groundsman to Interim Grounds Supervisor

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. Future Long-Range Planning – PSCD Staffing
- e. Discussion for Possible Cell Tower Location at Desert Memorial Park

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

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, April 11, 2022**

Kathleen Jurasky, District Manager

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

DATE: March 10, 2022

TIME: 2:00 P.M.

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

1. CALL TO ORDER Meeting was called to order by 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
LaFaye M. Platter, Member

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

3. PUBLIC COMMENTS - None

Brad Anderson submitted an email statement to District Manger Jurasky for the record, and to be made available to the general public at this Board meeting.

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 Kleindienst, Mallotto, Platter, Pye and Radigan Brophy.

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

6. ADMINISTRATIVE CALENDAR a. **PSCD Board Resignation – Trustee Radigan-Brophy** Trustee Radigan-Brophy stated it is with great reluctance and sadness that he has to tender his resignation because he has moved out of the District effective next week.

He reported he has a prospective new board member, Michael Smith, Northern Trust who is very interested in joining the Board.

The Trustees, District Manager Jurasky and Neal Wilson stated Trustee Radigan-Brophy's commitment, support and dedication to the District has been appreciated, and he will be missed. His resignation was received and filed.

b. Discussion and Approval for Election of Board Secretary Following a discussion motion was made by Trustee Mallotto to nominate Trustee Platter, seconded by Trustee Kleindienst, and made a motion to close the nominations. Nominations closed. Motion carried; vote 4-0 Kleindienst, Mallotto, Platter, Pye and Radigan Brophy. Trustee Platter accepted the nomination.

c. District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group For a renewed understanding Mr. Wilson re-visited the inverse relationship between bond prices, their yields and how the current environment is affecting the market value of the District's portfolios.

6. ADMINISTRATIVE CALENDAR – continued

c. District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group - continued

Mr. Wilson proposed creating a fourth account to separate the Endowment Care restricted and unrestricted funds. He stated this would make it more efficient to track restricted and unrestricted fund balances in the Endowment Care Fund, and said the fourth account would hold all dividends and interest, making it very easy to keep restricted and unrestricted funds separated.

He stated opening a fourth account will require signatures from Trustees Kleindienst, Mallotto and Pye, he has prepared the necessary forms and letter of instruction for execution.

Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to move forward with opening the fourth account for Endowment Care non-restricted funds. This account will hold all dividends and interest funds transferred from the Endowment Care restricted account at the end of each month.

Interest and dividends earned on Endowment Care principle are deemed unrestricted funds, and can be used for cemetery improvements and development. Motion carried; roll call 5-0 Kleindienst, Mallotto, Platter, Pye and Radigan-Brophy. Mr. Wilson will make arrangement with Trustees to obtain signatures.

He also reported the Federal Reserve is expected to start raising rates in mid-March, and his plan is to then lock in higher rates with cash on hand at that time. Following further discussions, the investment report was received and filed.

In light of Trustee Radigan-Brophy's resignation from the Board, and he is on the investment committee, Trustee Pye requested Trustee Mallotto remain on the finance/investment committee, and said there needs to be one additional. Trustee Kleindienst stated he would join Trustee Mallotto on the committee.

Trustee Pye requested a resolution be prepared authorizing the finance/investment committee Trustees Kleindienst and Mallotto to act if an urgency decision is required prior to the next board meeting.

Attorney Quintanilla was requested to prepare the resolution for approval at the April 2022 board meeting.

d. Review for Discussion and Possible Approval – Return to in Person Board Meetings District Manger Jurasky reported that one PSCD staff member tested positive for COVID-19, and has retested three times and still remains positive. She further reported all other PSCD staff member tested negative. She expressed her concerns about the possibilities of other staff member contracting COVID-19 with increased outside presence in the office. Following a discussion, the Board agreed for the time being to continue with teleconference board meetings.

e. Review and Sign Form 700 – Statement of Economic Interests District Manager Jurasky stated she would prepare the forms for each Trustee and email to them for review, approval and signature. Trustee Kleindienst requested a copy of last year's form be emailed to him, because he has possible changes. District Manager Jurasky agreed to do so.

f. Discussion for Possible Cell Tower Location at Desert Memorial Park - Proposal Costal Business Group Following a discussion motion was made by Trustee Pye, seconded by Trustee Radigan-Brophy to refer this item to the subcommittee Trustees Kleindienst and Mallotto with the assistance of attorney Quintanilla for their review and recommendations for the Board. Motion carried; roll call 5-0 Kleindienst, Mallotto, Platter, Pye and Radigan-Brophy.

6. ADMINISTRATIVE CALENDAR – continued

g. Special Districts Association of Riverside County (SDARC) Luncheon March 30, 2022 in Beaumont, CA Following a discussion motion was made Trustee Pye, seconded by Trustee Kleindienst to approve Trustees and District Manager Jurasky attending the SDARC luncheon. This approval is to include all necessary expenses. Motion carried; roll call 5-0, Kleindienst, Mallotto, Platter, Pye and Radigan-Brophy.

h. California Special Districts (CSDA) Legislative Days May 17-18 in Sacramento, CA Following a discussion motion was made Trustee Pye, seconded by Trustee 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, Kleindienst, Mallotto, Platter, Pye and Radigan-Brophy.

Trustee Kleindienst stated his wife does business with Mario Gonzalez, GHA, and left the meeting for item 6i due to a possible conflict of interest.

i. East 40 Acres Lease Agreement – Rancho Mirage Code Violations Update District Manager Jurasky reported all fines have been paid, and violations were corrected and/or repairs completed as of March 9, 2022.

Trustee Radigan-Brophy asked about the status prior pass due property taxes. District Manager Jurasky reported attorney Quintanilla is preparing a formal letter to be sent to Mario Gonzales, Da Vall Center, LLC regarding the prior pass due property taxes. However, in the meantime she stated she has been mentioning the prior past due taxes to Mr. Gonzales, in all her correspondence to him.

Trustee Kleindienst returned to the meeting.

7. LEGISLATIVE – None

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

9. BOARD DEVELOPMENT a. SDLA Governance Foundation Workshop – Review and Discussion District Manager Jurasky expressed her gratitude to the Trustees for everyone participating in the workshop.

Trustee Kleindienst shared a breakout session comment from Trustee Pye regarding on-boarding of new trustees to make them feel included in board discussions, and he stated her suggestion was well received.

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEE REPORTS – None

12. REPORTS a. Trustee Report Trustee Pye reported at the last board meeting Brad Anderson a resident from the city of Rancho Mirage stated he feels there is a conflict of interest with the District's attorney representing both the District and the City of Rancho Mirage. She asked attorney Quintanilla to reiterate the comment he made in reference to this. Attorney Quintanilla stated there is an exemption for representing two public agencies, and no conflict of interest exists.

b. District Manager

1. Strategic Barometer - District Manager reported there were no changes since December 2021.

Trustee Pye requested Trustee Kleindienst prepare an evaluation form for attorney Quintanilla similar to the one he prepared for District Manager Jurasky. He agreed to prepare the form, and requested District Manager Jurasky email him a copy of the strategic barometer. District Manager Jurasky agreed to do so.

- 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. **Lease Agreement Property Taxes January 2022** No action taken
- e. **Discussion for Possible Cell Tower Location at Desert Memorial Park** No action taken
- 14. **CLOSED SESSION - READING OF THE SAFE HARBOR** – None
- 15. **CLOSED SESSION ANNOUNCEMENT**
- 16. **OPEN SESSION**
- 17. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 2:51 P.M. The next regular video conference board meeting is scheduled for 2:00 P.M., Thursday, April 14, 2022.

DATE: _____

LaFaye M. Platter, Secretary

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Feb 1, 2022 to Feb 28, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
2/2/22	23937	JAN 2022 LANDSCAPE MAINTENANCE - INV 240240 NISSHO OF CALIFORNIA, INC	24,700.00	24,700.00
2/2/22	23938	FEB 2022 PSCD EMPLOYEE DENTAL INSURANCE EXPENS STANDARD INSURANCE COMPANY RB	403.92	403.92
2/2/22	23939	FEB 2022 TRASH SERVICE BURRTEC WASTE & RECYCLING SVCS	425.82	425.82
2/2/22	23940	IN049398 - (4) #5 VAULTS; (4) #5 LINERS WHITED CEMETERY SERVICE	1,765.00	1,765.00
2/2/22	23941	FEB 2022 OFFICE WI FI - INV000000445901 ONE RING NETWORKS	200.00	200.00
2/2/22	23942	DEC 2021 MONTHLY SERVICE ON AMERICAS PLAZA FO JAN 2022 MONTHLY SERVICE ON AMERICAS PLAZA FOU ELOY'S POOL SERVICE & REPAIRS	50.00 50.00	100.00
2/4/22	23943	PEST CONTROL FOR JAN 2022 (INV 13294619) WESTERN EXTERMINATOR	88.30	88.30
2/4/22	23944	SECURITY PATROL FOR FEB 2022 (INV 2202133) MAXWELL SECURITY SERVICES, INC	825.00	825.00
2/4/22	23945	INV 66166-(12) GRAY VASES; (12) BROWN VASES ASCO PACIFIC, INC.	773.31	773.31
2/10/22	23946	KYOCERA COPIER CONTRACT - INV 19600918 MARLIN BUSINESS BANK	166.34	166.34
2/10/22	23947	WMC USAGE - FEB 2022 DESERT WATER AGENCY	389.11	389.11
2/10/22	23948	WELL REPLENISHMENT FOR JAN 2022 - 332245-850914 COACHELLA VALLEY WATER DIST	1,273.35	1,273.35
2/10/22	23949	YELLOW PAGE ADVERTISING FOR JAN 2022 DEX YP	181.10	181.10
2/15/22	23950	G333008 - GROUNDWATER EXTRACTION & DIVERSION F G331534 - GROUNDWATER EXTRACTION & DIVERSION F STATE WTR RESOURCES CNTRL BRD	50.00 50.00	100.00
2/15/22	23951	INV 766 - GENERAL LEGAL SERVICES IN NOV 2021 INV 767 - LEASE AGREEMENT LEGAL SERVICES IN NOV QUINTANILLA & ASSOCIATES	1,071.50 1,583.00	2,654.50
2/15/22	23952	2021 AUDIT FEES RT DENNIS ACCOUNTANCY	810.00	810.00
2/15/22	23953	OFFICE PHONES FOR PERIOD ENDING 3/06/22 FRONTIER COMMUNICATIONS	388.93	388.93
2/15/22	23954	INV 663805-SIX (6) USA FLAGS FLAGS "A" FLYING	430.00	430.00
2/15/22	23955	ACCOUNT 27923 - NON-PROFIT DUES FOR 02/01/2022 - 01/3 GREATER PALM SPRINGS CVB	300.00	300.00

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Feb 1, 2022 to Feb 28, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
2/16/22	23956	559833-884768 COMMERCIAL FOR FEB 2022	30.76	
		180819-512108 BUSINESS FOR FEB 2022	24.71	
		559831-884770 FIRE PROTECTION FOR FEB 2022	86.99	
		COACHELLA VALLEY WATER DIST		142.46
2/16/22	23957	JAN 2022 PSCD EMPLOYEE VISION INSURANCE EXPENSE	49.90	
		FEB 2022 PSCD EMPLOYEE VISION INSURANCE EXPENSE	49.90	
		MAR 2022 PSCD EMPLOYEE VISION INSURANCE EXPENS	49.90	
		METLIFE GROUP BENEFITS		149.70
2/16/22	23958	REPAIR DA VALL GATE - INVOICE 85531	329.72	
		PATTON ENTERPRISES, INC		329.72
2/17/22	23959	IT0000005176 - PS FINANCIALS FOR JAN 2022	76.56	
		DATA VPN FOR JAN 2022	4.66	
		RIVERSIDE COUNTY INFORMATION TECHNOLOGY		81.22
2/17/22	23960	IN049603 - (4) #5 VAULTS; (4) #5 LINERS	1,863.00	
		WHITED CEMETERY SERVICE		1,863.00
2/22/22	23961	MAR 2022 PSCD EMPLOYEE LIFE INSURANCE EXPENSE	53.17	
		STANDARD INSURANCE COMPANY RQ		53.17
2/22/22	23962	LOT REPURCHASE - SECTION B-32 #300 & 301	980.00	
		ENDOWMENT CARE IS NON-REFUNDABLE		
		SANDRA PICCARDI		980.00
2/28/22	23963	REFUND HEADSTONE REMOVAL FEE PAID ON CONTRA	50.00	
		REFUND HEADSTONE RESET FEE PAID ON CONTRACT C	150.00	
		DAVID BLEICHER		200.00
2/28/22	23964	INV 80659471 - JANITORIAL SUPPLIES (TOILET PAPER, T	443.56	
		WAXIE SANITARY SUPPLY		443.56
2/28/22	23965	INV 2030210647 - BACKHOE TIRES	2,871.05	
		PARKHOUSE TIRE, INC.		2,871.05
2/28/22	23966	IN758388 - KYOCERA COPIER CONTRACT FOR 2/16/22 TO	164.56	
		IN758389 - WATER COOLER FOR 2/16/22 TO 3/15/22	32.63	
		AIS		197.19
2/28/22	23967	IN049666 - (4) #5 VAULTS; (4) #5 LINERS	1,863.00	
		WHITED CEMETERY SERVICE		1,863.00
2/28/22	23968	K JURASKY EXTRA HEALTH INSURANCE FOR FEB 2022	203.78	
		COLONIAL LIFE		203.78
2/28/22	23969	FEB 2022 PSCD EMPLOYEE RETIRMENT EXPENSE - K JU	624.88	
		FEB 2022 EMPLOYEE 403B PAYABLE - K JURASKY	1,846.16	
		INVESCO INVESTMENT SERVICES, INC		2,471.04
2/28/22	23970	FEB 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - E A	235.20	
		FRANKLIN - TEMPLETON		235.20
2/28/22	23971	FEB 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - S L	235.20	
		FRANKLIN - TEMPLETON		235.20
2/28/22	23972	FEB 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - S VI	246.40	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Feb 1, 2022 to Feb 28, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
		FRANKLIN - TEMPLETON		246.40
2/8/22	CALPERS	FEB 2022 PSCD EMPLOYEE HEALTH INSURANCE EXPEN FEB 2022 PSCD RETIREE HEALTH INSURANCE EXPENSE FEB 2022 EMPLOYEE PORTION OF HEALTH INSURANCE CALPERS	4,358.62 382.89 173.78	4,915.29
2/8/22	DEBIT KJ	ICLOUD+ WITH 200 GB STORAGE COMPANY DEBIT CARD	2.99	2.99
2/10/22	DEBIT KJ	ADAMS TAX FORMS - FORM 1099-MISC EFILE COMPANY DEBIT CARD	11.80	11.80
2/11/22	DEBIT KJ	STAPLES - OFFICE SUPPLIES COMPANY DEBIT CARD	115.43	115.43
2/16/22	DEBIT KJ	AMAZON - LYKA KN95 FACE MASKS AMAZON - THE INFINITE GAME GOVERNANCE BOOK COMPANY DEBIT CARD	70.14 21.02	91.16
2/25/22	DEBIT KJ	AMAZON - NAPKINS, FORKS COMPANY DEBIT CARD	69.22	69.22
2/25/22	DEBIT KJ	STAPLES - OFFICE SUPPLIES COMPANY DEBIT CARD	41.39	41.39
2/15/22	DEBIT KJ	HP INSTANT INK COMPANY DEBIT CARD	1.08	1.08
2/11/22	EDD TAX	SIT P/R 01/27/2022 TO 02/09/2022 PAID 02/11/2022 SDI P/R 01/27/2022 TO 02/09/2022 PAID 02/11/2022 EMPLOYMENT DEVELOPMENT DEPT	218.84 104.55	323.39
2/11/22	EDD TAXa	SUI P/R 01/27/2022 TO 02/09/2022 PAID 02/11/2022 CA EDU & TRAINING P/R 01/27/2022 TO 02/09/2022 PAID 02 EMPLOYMENT DEVELOPMENT DEPT	276.48 5.12	281.60
2/25/22	EDD_TAX	SIT P/R 02/10/2022 TO 02/23/2022 PAID 02/25/2022 SDI P/R 02/10/2022 TO 02/23/2022 PAID 02/25/2022 EMPLOYMENT DEVELOPMENT DEPT	218.84 119.21	338.05
2/25/22	EDD_TAX	CA EDU & TRAINING P/R 02/10/2022 TO 02/23/2022 PAID 02 SUI P/R 02/10/2022 TO 02/23/2022 PAID 02/25/2022 EMPLOYMENT DEVELOPMENT DEPT	5.98 322.81	328.79
2/24/22	EDISON	WELL #4 FOR 01/11/22 TO 02/08/22 (8002601833) ADMIN BUILDING FOR 01/12/22 TO 02/09/22 (800493032) WELL #2 FOR 01/13/22 TO 02/10/22 (8003526191) WMC FOR 01/13/22 TO 02/10/22 (8004476833) WMC DESERT COMMUNITY ENERGY FOR 01/13/22 TO 02/ SO CAL EDISON	2,859.38 615.81 188.63 17.72 0.25	3,681.79
2/11/22	EXPRESS	FIT P/R 01/27/2022 TO 02/09/2022 PAID 02/11/2022 SOCIAL SECURITY P/R 01/27/2022 TO 02/09/2022 PAID 02/1 MEDICARE P/R 01/27/2022 TO 02/09/2022 PAID 02/11/2022 BANK OF AMERICA	762.63 1,178.54 275.63	2,216.80
2/25/22	EXPRESS_	FIT P/R 02/10/2022 TO 02/23/2022 PAID 02/25/2022 SOCIAL SECURITY P/R 02/10/2022 TO 02/23/2022 PAID 02/2	762.63 1,344.26	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Feb 1, 2022 to Feb 28, 2022

Date	Check #	Line Description	Debit Amoun	Credit Amoun
		MEDICARE P/R 02/10/2022 TO 02/23/2022 PAID 02/25/2022	314.40	
		BANK OF AMERICA		2,421.29
2/11/22	FEES	P/R 01/27/2022 TO 02/09/2022 PAID 02/11/2022	75.12	
		CBIZ PAYROLL		75.12
2/25/22	FEES	P/R 02/10/2022 TO 02/23/2022 PAID 02/25/2022	96.85	
		CBIZ PAYROLL		96.85
	Total		63,552.41	63,552.41

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Mar 1, 2022 to Mar 31, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
3/16/22	23973	EMAIL SERVICES FOR JAN & FEB 2022 ERICH FISCHER	62.00	62.00
3/16/22	23974	FEB 2022 PEST CONTROL MAINTENANCE (INV 13530712) WESTERN EXTERMINATOR	88.30	88.30
3/16/22	23975	332245-850914 - WELL REPLENISHMENT FOR FEB 2022 COACHELLA VALLEY WATER DIST	1,521.40	1,521.40
3/16/22	23976	INV 66479 - (12) TRION GRAY VASES (12) GOLD CREMATION VAULTS ASCO PACIFIC, INC.	453.99 881.26	1,335.25
3/16/22	23977	INV 43834 - REPLACE MOTOR IN BATHROOM FAN BRADLEY ELECTRIC, INC	398.00	398.00
3/16/22	23978	WMC USAGE FOR MAR 2022 DESERT WATER AGENCY	395.95	395.95
3/16/22	23979	FEB 2022 MONTHLY LANDSCAPE MAINTENANCE LESS RAISED VASE DAMAGED BY MOWER 2/16/2022 (111. NISSHO OF CALIFORNIA, INC	24,588.87	24,588.87
3/16/22	23980	YELLOW PAGE ADVERTISING FOR FEB 2022 DEX YP	181.10	181.10
3/16/22	23981	ADMINISTRATIVE DESIGN REVIEW FOR SECTIONS B-39 CITY OF CATHEDRAL CITY	1,134.00	1,134.00
3/16/22	23982	INV 2203133 - SECURITY PATROL MAR 2022 MAXWELL SECURITY SERVICES, INC	825.00	825.00
3/16/22	23983	INV000000449706 - OFFICE WIFI FOR MAR 2022 ONE RING NETWORKS	200.00	200.00
3/16/22	23984	INV 9935 - REPAIR OFFICE TOILET GOODMAN PLUMBING, INC	275.00	275.00
3/16/22	23985	OFFICE PHONES FOR PERIOD ENDING 04/06/22 FRONTIER COMMUNICATIONS	388.93	388.93
3/16/22	23986	DISTRICT MANAGER CELL PHONE FOR PERIOD ENDING AT & T MOBILITY	174.88	174.88
3/16/22	23987	GROUND SUPERVISOR & OFFICE CELL PHONES FOR PE SPRINT	130.91	130.91
3/16/22	23988	TRASH SERVICE FOR MAR 2022 BURRTEC WASTE & RECYCLING SVCS	425.82	425.82
3/16/22	23989	INV 4636038 - COURIER SERVICE ON 2/8/2022 GLS US	19.55	19.55
3/16/22	23990	INV 843 - FOR GENERAL LEGAL SERVICES IN DEC 2021 INV 844 - FOR LEGAL SERVICES RE LEASE AGREEMENT INV 845 - FOR PERSONNEL MATTERS LEGAL SERVICES QUINTANILLA & ASSOCIATES	992.50 169.50 1,308.00	2,470.00
3/16/22	23991	MAR 2022 PSCD EMPLOYEE DENTAL INSURANCE EXPEN	403.92	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Mar 1, 2022 to Mar 31, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
		STANDARD INSURANCE COMPANY RB		403.92
3/16/22	23992	INV 395820 - MAINTENANCE FOR 3/01/2022 - 5/31/2022	89.85	
		INV 395967 - OFFICE FOR 3/01/2022 - 5/31/2022	89.85	
		INV 395204 - FIRE PROTECTION 3/01/2022 - 5/31/2022	119.97	
		DESERT ALARM INC		299.67
3/16/22	23993	IN049729 - (2) #5 VAULTS; (1) #0 LINER; (8) #5 LINERS WHITED CEMETERY SERVICE	2,244.00	2,244.00
3/16/22	23994	IN758388 - KYOCERA COPIER CONTRACT 2/16/2022 - 3/15/2 AIS	164.56	164.56
3/16/22	23995	INV 16216668 - IRRIGATION SYSTEM REPAIR SUPPLIES EWING IRRIGATION PRODUCTS, INC	611.70	611.70
3/16/22	23996	BRM PERMIT #2000 - ANNUAL BULK MAILING POSTMASTER	265.00	265.00
3/16/22	23997	REFUND OVERPAYMENT OF HEADSTONE SETTING FEE	35.00	
		REFUND OVERPAYMENT OF ENDOWMENT CARE (RECE BETTY JEAN NARDI	15.00	50.00
3/17/22	23998	REFUND OVERPAYMENT OF HEADSTONE SETTING FEE	35.00	
		REFUND OVERPAYMENT OF ENDOWMENT CARE (RECE ESTE CADANG	15.00	50.00
3/17/22	23999	INV 86011 - REPAIR DA VALL GATE PATTON ENTERPRISES, INC	175.00	175.00
3/18/22	24000	INV 02B0032777377 - BOTTLED WATER & OTHER SUPPLIE READY REFRESH	66.17	66.17
3/18/22	24001	REFUND DUE TO STAFF ERROR (RECEIPT 39889) SHEILA LUTZKER	500.00	500.00
3/18/22	24002	INV 2531.001-09 - LANDSCAPE DESIGN FOR SECTIONS B-3 MSA CONSULTING, INC	600.00	600.00
3/18/22	24003	FEB 2022 MONTHLY SERVICE ON FOUNTAIN-AMERICAS ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
3/21/22	24004	IT0000005206 PS FINANCIALS FOR FEB 2022	102.08	
		DATA VPN FOR FEB 2022	4.66	
		RIVERSIDE COUNTY INFORMATION TECHNOLOGY		106.74
3/21/22	24005	559833-884768 COMMERCIAL FOR MAR 2022	30.76	
		180819-512108 BUSINESS FOR MAR 2022	24.71	
		559831-884770 FIRE PROTECTION FOR MAR 2022	86.99	
		COACHELLA VALLEY WATER DIST		142.46
3/28/22	24006	USPS - POSTAGE STAMPS & CERTIFIED MAIL TO COUNT	117.85	
		STATER BROS - STAFF BIRTHDAY CAKE	5.49	
		WALMART - STAFF BIRTHDAY CARD	2.12	
		FAMOUS FOOTWEAR - WORK BOOTS FOR E ARCHILA	97.86	
		FAMOUS FOOTWEAR - WORK BOOTS FOR E ARCHILA	97.86	
		HOME DEPOT - IRRIGATION SUPPLIES	51.13	
		RAMON MARTINEZ - FLAG POLE HOLES CLEANING	100.00	
		COSTCO - BATTERIES	36.61	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Mar 1, 2022 to Mar 31, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
		PETTY CASH		508.92
3/28/22	24007	INV 02C0032777377 - BOTTLED WATER & OTHER SUPPLI WATER COOLER CLEANING READY REFRESH	61.84 74.99	136.83
3/28/22	24008	IN049965 (2) #5 VAULTS; (10) #5 LINERS WHITED CEMETERY SERVICE	2,449.00	2,449.00
3/28/22	24009	IN765030 - WATER COOLER FOR 3/16/22 TO 4/15/22 IN765029 - KYOCERA COPIER FOR 3/16/22 TO 4/15/22 AIS	32.63 165.17	197.80
3/28/22	24010	INV 66676 - (12) GRAY VASES; (12) BROWN VASES ASCO PACIFIC, INC.	774.31	774.31
3/28/22	24011	NICHE SHUTTER ENGRAVING FOR SMITH (R-115 & R116) MULHERIN MONUMENTAL	180.00	180.00
3/28/22	24012	APR 2022 PSCD EMPLOYEE LIFE INSURANCE EXPENSE STANDARD INSURANCE COMPANY RQ	53.17	53.17
3/28/22	24013	K JURASKY EXTRA HEALTH INSURANCE FOR MAR 2022 COLONIAL LIFE	203.78	203.78
3/29/22	24014	GROUND SUPERVISOR & OFFICE CELL PHONES FOR PE SPRINT	135.91	135.91
3/29/22	24015	DISTRICT MANAGER CELL PHONE FOR PERIOD ENDING AT & T MOBILITY	182.07	182.07
3/29/22	24016	MAR 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - K J MAR 2022 EMPLOYEE 403B PAYABLE - K JURASKY INVESCO INVESTMENT SERVICES, INC	624.88 2,032.97	2,657.85
3/29/22	24017	MAR 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - E A FRANKLIN - TEMPLETON	235.20	235.20
3/29/22	24018	MAR 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - S L FRANKLIN - TEMPLETON	235.20	235.20
3/29/22	24019	MAR 2022 PSCD EMPLOYEE RETIREMENT EXPENSE - S V FRANKLIN - TEMPLETON	246.40	246.40
3/30/22	24020	(6) CAPC 2022-2023 MEMBERSHIP DIRECTORIES CALIFORNIA ASSOC OF PUBLIC CEMETERIES	72.00	72.00
3/30/22	24021	INV 67886 - WEBSITE PSCEMETERY.COM (03/29/2022 - 06/2 VENER NET INC	134.85	134.85
3/30/22	24022	INV 908 - FOR GENERAL LEGAL SERVICES IN JAN 2022 INV 909 - FOR LEASE AGREEMENT LEGAL SERVICES IN QUINTANILLA & ASSOCIATES	620.00 357.50	977.50
3/30/22	24023	APR 2022 PSCD EMPLOYEE VISION INSURANCE EXPENS METLIFE GROUP BENEFITS	49.90	49.90
3/31/22	24024	IN050055 - (1) #0 LINER; (2) #5 VAULTS; (8) #5 LINERS WHITED CEMETERY SERVICE	2,244.00	2,244.00

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Mar 1, 2022 to Mar 31, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
3/8/22	CALPERS	MAR 2022 PSCD EMPLOYEE HEALTH INSURANCE EXPEN MAR 2022 PSCD RETIREE HEALTH INSURANCE EXPENSE MAR 2022 EMPLOYEE PORTION OF HEALTH INSURANCE CALPERS	4,358.62 382.89 173.78	4,915.29
3/7/22	DEBIT EA	HOME DEPOT - SHOP TOOLS COMPANY DEBIT CARD	46.94	46.94
3/8/22	DEBIT KJ	STAPLES - PRINTER INK & OTHER SUPPLIES COMPANY DEBIT CARD	204.20	204.20
3/8/22	DEBIT KJ	ICLOUD+ WITH 200 GB OF STORAGE COMPANY DEBIT CARD	2.99	2.99
3/11/22	DEBIT KJ	AFP MARCH 2022 LUNCHEON COMPANY DEBIT CARD	45.00	45.00
3/16/22	DEBIT KJ	SOUTHWEST AIRLINES - AIRFARE TO CSDA LEGISLTIVE COMPANY DEBIT CARD	307.96	307.96
3/16/22	DEBIT KJ	CSDA LEGISLATIVE DAYS MAY 2022 - K JURASKY COMPANY DEBIT CARD	275.00	275.00
3/21/22	DEBIT KJ	SOUTHWEST AIRLINES - CSDA LEGISTIVE DAYS FOR L P COMPANY DEBIT CARD	271.97	271.97
3/16/22	DEBIT KJ	CSDA LEGISLATIVE DAYS MAY 2022 FOR L PLATTER COMPANY DEBIT CARD	275.00	275.00
3/18/22	DEBIT KJ	USPS - POSTAGE STAMPS COMPANY DEBIT CARD	232.00	232.00
3/8/22	DEBIT KJ	WALMART - PUMICE SCOURING STICKS COMPANY DEBIT CARD	20.66	20.66
3/15/22	DEBIT KJ	HP INSTANT INK COMPANY DEBIT CARD	1.08	1.08
3/1/22	DEBIT KJ	AMAZON - BATTERIES COMPANY DEBIT CARD	14.11	14.11
3/22/22	DEBIT KJ	MICROSOFT COMPANY DEBIT CARD	99.99	99.99
3/11/22	EDD_TAX	SIT P/R 02/24/2022 To 03/09/2022 PAID 03/11/2022 SDI P/R 02/24/2022 To 03/09/2022 PAID 03/11/2022 EMPLOYMENT DEVELOPMENT DEPT	218.84 104.55	323.39
3/25/22	EDD_TAX	SIT P/R 03/10/2022 TO 03/23/2022 PAID 03/25/2022 SDI P/R 03/10/2022 TO 03/23/2022 PAID 03/25/2022 EMPLOYMENT DEVELOPMENT DEPT	206.51 119.27	325.78
3/11/22	EDD_TAX	SUI P/R 02/24/2022 To 03/09/2022 PAID 03/11/2022 CA EDU & TRAINING P/R 02/24/2022 To 03/09/2022 PAID 03 EMPLOYMENT DEVELOPMENT DEPT	30.24 0.56	30.80
3/25/22	EDD_TAX	SUI P/R 03/10/2022 TO 03/23/2022 PAID 03/25/2022 CA EDU & TRAINING P/R 03/10/2022 TO 03/23/2022 PAID 03	48.49 0.90	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Mar 1, 2022 to Mar 31, 2022

Date	Check #	Line Description	Debit Amount	Credit Amount
		EMPLOYMENT DEVELOPMENT DEPT		49.39
3/22/22	EDISON	8002601833 WELL #4 FOR PERIOD 2/09/22 TO 3/10/22	3,218.96	
		8000493032 ADMIN BUILDING FOR PERIOD 2/10/22 TO 3/13	623.74	
		8001545238 DAVALL GATE FOR PERIOD 2/11/22 TO 3/14/22	32.22	
		8003526191 WELL #2 FOR PERIOD 2/11/22 TO 3/14/22	211.02	
		8004476833 WMC FOR PERIOD 2/11/22 TO 3/14/22	20.08	
		8001545238 DAVALL GATE FOR PERIOD 11/12/21 TO 12/31/	34.20	
		8001545238 DAVALL GATE FOR PERIOD 12/14/21 TO 1/12/2	31.53	
		8001545238 DAVALL GATE FOR PERIOD 1/13/22 TO 2/10/22	29.36	
		SO CAL EDISON		4,201.11
3/11/22	EXPRESS_	FIT P/R 02/24/2022 To 03/09/2022 PAID 03/11/2022	762.63	
		SOCIAL SECURITY P/R 02/24/2022 To 03/09/2022 PAID 03/1	1,178.54	
		MEDICARE P/R 02/24/2022 To 03/09/2022 PAID 03/11/2022	275.63	
		BANK OF AMERICA		2,216.80
3/25/22	EXPRESS_	FIT P/R 03/10/2022 TO 03/23/2022 PAID 03/25/2022	740.21	
		SOCIAL SECURITY P/R 03/10/2022 TO 03/23/2022 PAID 03/2	1,344.22	
		MEDICARE P/R 03/10/2022 TO 03/23/2022 PAID 03/25/2022	314.36	
		BANK OF AMERICA		2,398.79
3/11/22	FEES	P/R 02/24/2022 TO 03/09/2022 PAID 03/11/2022	75.12	
		CBIZ PAYROLL		75.12
3/25/22	FEES	P/R 03/10/2022 TO 03/23/2022 PAID 03/25/2022	96.85	
		CBIZ PAYROLL		96.85
	Total		68,449.09	68,449.09

**PALM SPRINGS CEMETERY DISTRICT
Payroll Disbursement Journal-General Fund
For February & March 2022**

Date	Reference	Employee	Amount
FEBRUARY 2022			
2/11/2022	5453	KATHLEEN JURASKY	2,628.69
2/11/2022	5454	STEPHANIE C. LOZANO	1,338.18
2/11/2022	5455	SCOTT W. VICKREY	1,396.29
2/11/2022	5456	EDGAR F. ARCHILA	1,382.20
2/25/2022	5462	KATHLEEN JURASKY	2,628.71
2/25/2022	5463	KATHLEEN JURASKY	400.00
2/25/2022	5464	STEPHANIE C. LOZANO	1,338.18
2/25/2022	5465	SCOTT W. VICKREY	1,222.51
2/25/2022	5466	EDGAR F. ARCHILA	1,382.20
2/25/2022	5467	WILLIAM G. KLEINDIENST	163.87
2/25/2022	5468	LYNN T. MALLOTTO	163.87
2/25/2022	5469	LAFAYE M. PLATTER	163.87
2/25/2022	5470	JAN M. PYE	163.87
2/25/2022	5471	TIM RADIGAN-BROPHY	163.87
			<u>14,536.31</u>
MARCH 2022			
3/11/2022	5477	KATHLEEN JURASKY	2,628.69
3/11/2022	5478	STEPHANIE C. LOZANO	1,338.18
3/11/2022	5479	SCOTT W. VICKREY	1,396.29
3/11/2022	5480	EDGAR F. ARCHILA	1,382.20
3/25/2022	5486	KATHLEEN JURASKY	2,476.64
3/25/2022	5487	KATHLEEN JURASKY	400.00
3/25/2022	5488	STEPHANIE C. LOZANO	1,338.18
3/25/2022	5489	SCOTT W. VICKREY	1,222.51
3/25/2022	5490	EDGAR F. ARCHILA	1,382.20
3/25/2022	5491	WILLIAM G. KLEINDIENST	163.88
3/25/2022	5492	LYNN T. MALLOTTO	163.88
3/25/2022	5493	LAFAYE M. PLATTER	163.88
3/25/2022	5494	JAN M. PYE	163.88
3/25/2022	5495	TIM RADIGAN-BROPHY	163.88
			<u>14,384.29</u>

**PALM SPRINGS CEMETERY DISTRICT
GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP
FEBRUARY & MARCH 2022**

February Cash Disbursement Journal		63,552.41
February Payroll Disbursement Journal		14,536.31
March Cash Disbursement Journal		68,449.09
March Payroll Disbursement Journal		14,384.29
TOTAL PSCD DISBURSEMENTS		<u>160,922.10</u>
 TOTAL GENERAL FUND EXPENDITURES		 <u>159,188.10</u>
February Payment Voucher # 1730	29,615.29	
February Payment Voucher # 1731	48,473.43	
March Payment Voucher # 1732	29,504.16	
March Payment Voucher # 1733	51,516.22	
Total Payment Vouchers	<u>159,109.10</u>	
Refund - Southwest Airlines		79.00
 TOTAL ACO EXPENDITURES		 <u>1,734.00</u>
March ACO Payment Voucher # 1734		
City of Cathedral City - Check 23981		1,134.00
Design Review for Sections B-39 to B-43		
 MSA Consulting Inc - Check 24002		 600.00
Landscape Redesign for Sections B-39 to B-43		
 PET CEMETERY DRAWDOWNS		 <u>0.00</u>
Loan Amount:	25,000.00	
Current Balance Remaining:	15,000.00	
 TOTAL FEBRUARY & MARCH 2022 DISBURSEMENTS		 <u>160,922.10</u>

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

SALES

	Prior Months		March		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	207	0	36	0	243	0	236	0
Adult, A&B	8	0	0	0	8	0	13	0
Premium	12	0	0	0	12	0	33	0
Child	5	0	2	0	7	0	1	0
Cremation	25	0	7	0	32	0	28	0
Niche	22	0	2	0	24	0	36	0
TOTALS	279	0	47	0	326	0	347	0

LOT REPURCHASES

	Prior Months		March		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	12	0	0	0	12	0	8	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
TOTALS	12	0	0	0	12	0	8	0

TOTAL INTERMENTS

	Prior Months		March		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	144	1	29	0	173	1	221	0
Child	5	0	2	0	7	0	1	0
Cremation	58	3	9	0	67	3	43	1
Niche	16	0	1	0	17	0	28	0
TOTALS	223	4	41	0	264	4	293	1

SATURDAY INTERMENTS

	Prior Months		March		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	0	0	0	0	0	0
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0	0	0

SUNDAY INTERMENTS

	Prior Months		March		FY 2021/2022 YTD Totals		FY 2020/2021 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	0	0	0	0	0	0
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0	0	0

**PALM SPRINGS CEMETERY DIST
INCOME STATEMENT - GENERAL FUND
FOR THE NINE MONTHS ENDING MARCH 31, 2022**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
OPEN AND CLOSE	41,185.00	28,770.00	12,415.00	278,995.00	319,070.00	(40,075.00)
MISC SPECIAL SET-UP	0.00	0.00	0.00	225.00	225.00	0.00
RETURNED CHECK BANK CHARGE	60.00	0.00	60.00	210.00	90.00	120.00
INTEREST RECEIVED	0.39	1.46	(1.07)	9.85	21.44	(11.59)
LAND LEASE	6,103.01	5,730.53	372.48	54,927.09	51,574.77	3,352.32
MISC INCOME	0.00	261.00	(261.00)	239.06	510.00	(270.94)
CREDIT CARD CONVEN FEE	707.90	1,269.82	(561.92)	6,050.86	7,067.61	(1,016.75)
TAX COLLECTIONS	1,433.62	751.57	682.05	226,527.60	211,620.54	14,907.06
VAULTS	1,380.00	4,585.00	(3,205.00)	10,300.00	18,990.00	(8,690.00)
CREMATION VAULTS	450.00	450.00	0.00	5,740.00	4,000.00	1,740.00
LINERS	3,878.00	0.00	3,878.00	22,154.00	21,515.00	639.00
GRAVE VASES	1,795.05	1,610.00	185.05	11,658.55	9,726.80	1,931.75
ENR SURCHARGE	3,500.00	4,610.00	(1,110.00)	41,930.00	50,700.00	(8,770.00)
LOT TRANSFERS	100.00	100.00	0.00	500.00	1,500.00	(1,000.00)
COUNTY INTEREST INCOME	168.67	91.88	76.79	524.23	531.62	(7.39)
DONATIONS & GRANTS	0.00	100.00	(100.00)	4,147.70	106.00	4,041.70
HANDLING FEE	12,255.00	9,235.00	3,020.00	83,100.00	104,610.00	(21,510.00)
PRENEED CONTRACT SERVICE CHG	1,600.00	2,800.00	(1,200.00)	12,100.00	9,000.00	3,100.00
VASE/HDESTN SET & CLEAN	6,635.00	6,505.00	130.00	52,250.00	46,645.00	5,605.00
TOTAL REVENUE	81,251.64	66,871.26	14,380.38	811,588.94	857,503.78	(45,914.84)
EXPENSES						
REGULAR SALARIES	19,784.83	17,223.22	2,561.61	209,124.56	202,249.59	6,874.97
BOT MEETING COMPENSATION	718.36	0.00	718.36	5,387.70	7,542.78	(2,155.08)
BOT CONFERENCES	275.00	0.00	275.00	1,150.00	0.00	1,150.00
BOT TRAVEL & EXPENSES	192.97	0.00	192.97	192.97	0.00	192.97
COVID-19 PAYROLL	0.00	0.00	0.00	0.00	4,921.29	(4,921.29)
RETIREMENT/PENSION	1,341.68	1,174.92	166.76	14,082.33	14,409.83	(327.50)
FICA	1,261.39	1,058.04	203.35	13,201.70	13,214.18	(12.48)
MEDICARE	295.00	247.44	47.56	3,087.48	3,090.42	(2.94)
EMPLOYEE GROUP INSURANCE	4,865.61	6,606.97	(1,741.36)	54,627.02	55,819.54	(1,192.52)
RETIREE GROUP INSURANCE	382.89	1,143.75	(760.86)	4,588.39	10,357.29	(5,768.90)
UNEMPLOYMENT INSURANCE	78.73	28.99	49.74	2,072.85	1,798.64	274.21
WORKERS COMP INSURANCE	49.76	562.36	(512.60)	702.54	5,045.34	(4,342.80)
ELECTRICITY	4,201.11	0.00	4,201.11	53,910.11	31,623.93	22,287.01
TELEPHONE	1,012.70	870.84	141.86	6,334.68	6,186.82	147.86
WATER	2,059.81	1,755.55	304.26	24,598.02	26,909.37	(2,311.35)
COMMUNITY OUTREACH	45.00	100.00	(55.00)	45.00	100.00	(55.00)
VISA-MASTER CHG FEES	1,028.18	778.42	249.76	6,591.88	7,637.80	(1,045.92)
COUNTY SERVICE CHARGE	106.74	194.34	(87.60)	718.11	1,059.33	(341.22)
EDUCATION	1.46	0.00	1.46	226.71	0.00	226.71
GENERAL INSURANCE	2,117.83	2,190.03	(72.20)	19,060.47	19,710.27	(649.80)
LEGAL	3,447.50	4,005.00	(557.50)	14,411.50	11,704.00	2,707.50
LOT REPURCHASE	0.00	1,240.00	(1,240.00)	6,960.00	6,185.00	775.00
OFFICE EXPENSE	2,055.71	5,129.93	(3,074.22)	17,094.90	18,388.73	(1,293.83)
TRAVEL & CONVENTION	582.96	0.00	582.96	582.96	0.00	582.96
UNIFORMS & SAFETY EQUIPMENT	195.72	0.00	195.72	1,018.37	0.00	1,018.37
MTG EXP & SUPPLIES	0.00	0.00	0.00	795.61	103.31	692.30
AUDIT	0.00	0.00	0.00	8,100.00	6,320.00	1,780.00
ADVERTISING/PUBLICITY	315.95	181.10	134.85	2,068.20	1,833.86	234.34
MEMBERSHIP & DUES	0.00	350.00	(350.00)	5,579.00	5,925.00	(346.00)
AUTO TRUCK EXPENSE	0.00	0.00	0.00	1,051.90	9,262.28	(8,210.38)
LARGE EQUIPMENT REPAIRS	0.00	0.00	0.00	0.00	2,994.67	(2,994.67)
EQUIPMENT REPAIRS	0.00	0.00	0.00	640.00	0.00	640.00
IRRIGATION SYSTEM REPAIRS	662.83	0.00	662.83	5,097.76	3,867.70	1,230.06
FERTILIZER AND SEED	0.00	274.05	(274.05)	14,455.33	7,908.30	6,547.03
GASOLINE, OIL, TIRES	0.00	0.00	0.00	6,502.45	647.19	5,855.26
PLANT & BUILDING	1,848.70	1,863.18	(14.48)	11,162.36	9,144.18	2,018.18
TOOLS & SUPPLIES	67.60	0.00	67.60	1,422.60	837.14	585.46
GRAVE LINERS & VAULTS	7,818.26	14,534.23	(6,715.97)	42,642.42	50,150.04	(7,507.62)
GRAVE VASES	1,228.30	866.67	361.63	7,434.74	5,375.94	2,058.80
CONTRACT TREE/GARDEN MAINTNCE	24,588.87	24,700.00	(111.13)	197,272.05	196,799.21	472.84
SECURITY CAMERA EXPENSE	179.70	179.70	0.00	539.10	539.10	0.00
DMP GROUNDS SECURITY	825.00	725.00	100.00	6,825.00	6,525.00	300.00
COVID-19 EXPENSES	0.00	51.78	(51.78)	491.68	1,990.01	(1,498.33)
TOTAL EXPENSES	(83,636.15)	(88,035.51)	4,399.36	(771,851.28)	(758,177.08)	(13,674.20)
NET CHANGE FROM OPERATIONS	(2,384.51)	(21,164.25)	18,779.74	39,737.66	99,326.70	(59,589.04)
OTHER REVENUE & EXPENSE						
TOTAL OTHER REVENUE & EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
NET CHANGE	(2,384.51)	(21,164.25)	18,779.74	39,737.66	99,326.70	(59,589.04)

PALM SPRINGS CEMETERY DIST
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND
FOR THE NINE MONTHS ENDING MARCH 31, 2022

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
REVENUE						
OPEN AND CLOSE	41,185.00	24,754.00	16,431.00	278,995.00	297,050.00	(18,055.00)
MISC SPECIAL SET-UP	0.00	75.00	(75.00)	225.00	900.00	(675.00)
RETURNED CHECK BANK CHARGE	60.00	6.00	54.00	210.00	70.00	140.00
INTEREST RECEIVED	0.39	3.00	(2.61)	9.85	35.00	(25.15)
LAND LEASE	6,103.01	5,817.00	286.01	54,927.09	69,798.00	(14,870.91)
MISC INCOME	0.00	0.00	0.00	239.06	0.00	239.06
CREDIT CARD CONVEN FEE	707.90	712.00	(4.10)	6,050.86	8,550.00	(2,499.14)
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	1,433.62	29,880.00	(28,446.38)	226,527.60	358,562.00	(132,034.40)
VAULTS	1,380.00	1,421.00	(41.00)	10,300.00	17,050.00	(6,750.00)
CREMATION VAULTS	450.00	0.00	450.00	5,740.00	0.00	5,740.00
LINERS	3,878.00	1,987.00	1,891.00	22,154.00	23,850.00	(1,696.00)
GRAVE VASES	1,795.05	731.00	1,064.05	11,658.55	8,775.00	2,883.55
MEMORIAL WALL INCOME	0.00	25.00	(25.00)	0.00	300.00	(300.00)
ENR SURCHARGE	3,500.00	3,561.00	(61.00)	41,930.00	42,730.00	(800.00)
LOT TRANSFERS	100.00	133.00	(33.00)	500.00	1,600.00	(1,100.00)
COUNTY INTEREST INCOME	168.67	46.00	122.67	524.23	550.00	(25.77)
DONATIONS & GRANTS	0.00	0.00	0.00	4,147.70	0.00	4,147.70
HANDLING FEE	12,255.00	7,848.00	4,407.00	83,100.00	94,175.00	(11,075.00)
PRENEED CONTRACT SERVICE CHG	1,600.00	667.00	933.00	12,100.00	8,000.00	4,100.00
VASE/HDSSTN SET & CLEAN	6,635.00	3,824.00	2,811.00	52,250.00	45,890.00	6,360.00
TOTAL REVENUE	81,251.64	84,931.00	(3,679.36)	811,588.94	1,019,185.00	(207,596.06)
EXPENSES						
REGULAR SALARIES	19,784.83	25,762.00	(5,977.17)	209,124.56	309,141.00	(100,016.44)
BOT MEETING COMPENSATION	718.36	1,122.00	(403.64)	5,387.70	13,469.00	(8,081.30)
BOT CONFERENCES	275.00	208.00	67.00	1,150.00	2,500.00	(1,350.00)
BOT TRAVEL & EXPENSES	192.97	250.00	(57.03)	192.97	3,000.00	(2,807.03)
TEMPORARY HELP	0.00	833.00	(833.00)	0.00	10,000.00	(10,000.00)
RETIREMENT/PENSION	1,341.68	1,725.00	(383.32)	14,082.33	20,697.00	(6,614.67)
FICA	1,261.39	1,577.00	(315.61)	13,201.70	18,919.00	(5,717.30)
MEDICARE	295.00	394.00	(99.00)	3,087.48	4,730.00	(1,642.52)
EMPLOYEE GROUP INSURANCE	4,865.61	5,842.00	(976.39)	54,627.02	70,106.00	(15,478.98)
RETIREE GROUP INSURANCE	382.89	1,113.00	(730.11)	4,588.39	13,353.00	(8,764.61)
UNEMPLOYMENT INSURANCE	78.73	283.00	(204.27)	2,072.85	3,395.00	(1,322.15)
WORKERS COMP INSURANCE	49.76	632.00	(582.24)	702.54	7,585.00	(6,882.46)
ELECTRICITY	4,201.11	4,020.00	181.11	53,910.94	48,250.00	5,660.94
TELEPHONE	1,012.70	667.00	345.70	6,334.68	8,000.00	(1,665.32)
WATER	2,059.81	3,354.00	(1,294.19)	24,598.02	40,250.00	(15,651.98)
COMMUNITY OUTREACH	45.00	83.00	(38.00)	45.00	1,000.00	(955.00)
VISA-MASTER CHG FEES	1,028.18	750.00	278.18	6,591.88	9,000.00	(2,408.12)
RETURNED CHECK	0.00	4.00	(4.00)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	106.74	100.00	6.74	718.11	1,200.00	(481.89)
EDUCATION	1.46	33.00	(31.54)	226.71	400.00	(173.29)
GENERAL INSURANCE	2,117.83	2,229.00	(111.17)	19,060.47	26,752.00	(7,691.53)
LEGAL	3,447.50	1,458.00	1,989.50	14,411.50	17,500.00	(3,088.50)
LOT REPURCHASE	0.00	542.00	(542.00)	6,960.00	6,500.00	460.00
OFFICE EXPENSE	2,055.71	1,500.00	555.71	17,094.90	18,000.00	(905.10)
TRAVEL & CONVENTION	582.96	583.00	(0.04)	582.96	7,000.00	(6,417.04)
UNIFORMS & SAFETY EQUIPMENT	195.72	83.00	112.72	1,018.37	1,000.00	18.37
MTG EXP & SUPPLIES	0.00	42.00	(42.00)	795.61	500.00	295.61
CONTRIBUTIONS	0.00	17.00	(17.00)	0.00	200.00	(200.00)
AUDIT	0.00	683.00	(683.00)	8,100.00	8,200.00	(100.00)
ADVERTISING/PUBLICITY	315.95	417.00	(101.05)	2,068.20	5,000.00	(2,931.80)
MEMBERSHIP & DUES	0.00	525.00	(525.00)	5,579.00	6,300.00	(721.00)
AUTO TRUCK EXPENSE	0.00	100.00	(100.00)	1,051.90	1,200.00	(148.10)
LARGE EQUIPMENT REPAIRS	0.00	333.00	(333.00)	0.00	4,000.00	(4,000.00)
EQUIPMENT REPAIRS	0.00	83.00	(83.00)	640.00	1,000.00	(360.00)
IRRIGATION SYSTEM REPAIRS	662.83	692.00	(29.17)	5,097.76	8,300.00	(3,202.24)
FERTILIZER AND SEED	0.00	917.00	(917.00)	14,455.33	11,000.00	3,455.33
GASOLINE, OIL, TIRES	0.00	417.00	(417.00)	6,502.45	5,000.00	1,502.45
PLANT & BUILDING	1,848.70	1,833.00	15.70	11,162.36	22,000.00	(10,837.64)
ROAD MAINTENANCE	0.00	167.00	(167.00)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	67.60	125.00	(57.40)	1,422.60	1,500.00	(77.40)
GRAVE LINERS & VAULTS	7,818.26	3,208.00	4,610.26	42,642.42	38,500.00	4,142.42
GRAVE VASES	1,228.30	375.00	853.30	7,434.74	4,500.00	2,934.74
CONTRACT TREE/GARDEN MAINTNCE	24,588.87	24,700.00	(111.13)	197,272.05	296,400.00	(99,127.95)
CONTRACT BURIALS	0.00	583.00	(583.00)	0.00	7,000.00	(7,000.00)
SECURITY CAMERA EXPENSE	179.70	125.00	54.70	539.10	1,500.00	(960.90)
DMP GROUNDS SECURITY	825.00	725.00	100.00	6,825.00	8,700.00	(1,875.00)
COVID-19 EXPENSES	0.00	125.00	(125.00)	491.68	1,500.00	(1,008.32)
TOTAL EXPENSES	83,636.15	91,339.00	(7,702.85)	771,851.28	1,096,097.00	(324,245.72)
NET CHANGE FROM OPERATIONS	(2,384.51)	(6,408.00)	4,023.49	39,737.66	(76,912.00)	116,649.66
OTHER REVENUE & EXPENSE						
RESERVES TRANSFERRED IN	0.00	8,073.00	(8,073.00)	0.00	96,912.00	(96,912.00)
OTHER EXPENSE APPROP CONTING	0.00	(1,667.00)	1,667.00	0.00	(20,000.00)	20,000.00
NET CHANGE	(2,384.51)	(2.00)	(2,382.51)	39,737.66	0.00	39,737.66

**ACCUMULATIVE CAPITAL OUTLAY
INCOME STATEMENT
FOR THE NINE MONTHS ENDING MARCH 31, 2022**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
BURIAL RIGHT SALES	39,900.00	27,745.00	12,155.00	271,415.00	310,075.00	(38,660.00)
CURRENT INTEREST & DIVIDENDS	3,745.06	0.00	3,745.06	19,015.53	10,899.89	8,115.64
COUNTY INTEREST INCOME	677.58	646.53	31.05	1,949.47	2,709.72	(760.25)
GAIN/INVEST FAIR VALUE INCREAS	(14,508.07)	0.00	(14,508.07)	(37,121.33)	(11,762.78)	(25,358.55)
TOTAL REVENUE	29,814.57	28,391.53	1,423.04	255,258.67	311,921.83	(56,663.16)
	<u>29,814.57</u>	<u>28,391.53</u>	<u>1,423.04</u>	<u>255,258.67</u>	<u>311,921.83</u>	<u>(56,663.16)</u>
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	3,941.48	3,942.68	(1.20)
COUNTY SERVICE CHARGE	0.00	0.00	0.00	0.00	5.27	(5.27)
TOTAL EXPENSES	0.00	0.00	0.00	(3,941.48)	(3,947.95)	6.47
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(3,941.48)</u>	<u>(3,947.95)</u>	<u>6.47</u>
NET CHANGE FROM OPERATIONS	29,814.57	28,391.53	1,423.04	251,317.19	307,973.88	(56,656.69)
	<u>29,814.57</u>	<u>28,391.53</u>	<u>1,423.04</u>	<u>251,317.19</u>	<u>307,973.88</u>	<u>(56,656.69)</u>
OTHER REVENUE & EXPENSE						
REVENUE TRANSFERRED IN	0.00	0.00	0.00	20,125.00	8,090.00	12,035.00
TOTAL OTHER REVENUE & EXPENSE	0.00	0.00	0.00	20,125.00	8,090.00	12,035.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,125.00</u>	<u>8,090.00</u>	<u>12,035.00</u>
NET CHANGE	29,814.57	28,391.53	1,423.04	271,442.19	316,063.88	(44,621.69)
	<u>29,814.57</u>	<u>28,391.53</u>	<u>1,423.04</u>	<u>271,442.19</u>	<u>316,063.88</u>	<u>(44,621.69)</u>

**ENDOWMENT CARE FUND
INCOME STATEMENT
FOR THE NINE MONTHS ENDING MARCH 31, 2022**

	FTD ACTUAL	FTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
WMC ENDOWMENT CARE	0.00	0.00	0.00	165.00	60.00	105.00
ENDOWMENT CARE DEPOSITS	27,738.88	32,330.24	(4,591.36)	224,289.36	217,995.74	6,293.62
CURRENT INTEREST & DIVIDENDS	1,874.17	0.00	1,874.17	43,181.58	30,817.45	12,364.13
COUNTY INTEREST INCOME	591.50	545.58	45.92	1,638.69	2,379.44	(740.75)
GAIN/LOSS INVESTMENT FMV	(79,584.14)	0.00	(79,584.14)	(226,695.41)	(19,510.83)	(207,184.58)
TOTAL REVENUE	(49,379.59)	32,875.82	(82,255.41)	42,579.22	231,741.80	(189,162.58)
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	21,855.82	21,919.65	(63.83)
TOTAL EXPENSES	0.00	0.00	0.00	21,855.82	21,919.65	(63.83)
NET CHANGE	(49,379.59)	32,875.82	(82,255.41)	20,723.40	209,822.15	(189,098.75)

**PRENEED FUND
INCOME STATEMENT
FOR THE NINE MONTHS ENDING MARCH 31, 2022**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
CURRENT SALES	29,739.48	18,801.95	10,937.53	196,618.58	117,490.78	79,127.80
CURRENT DEFERRED REVENUE	26,904.53	13,582.90	13,321.63	119,734.55	64,299.51	55,435.04
CURRENT INTEREST & DIVIDENDS	3,272.71	0.00	3,272.71	26,702.72	17,740.31	8,962.41
COUNTY INTEREST INCOME	433.05	409.00	24.05	1,170.69	1,855.44	(684.75)
GAIN/INVEST FAIR VALUE INCREAS	(29,574.44)	0.00	(29,574.44)	(81,345.77)	(16,112.42)	(65,233.35)
TOTAL REVENUE	30,775.33	32,793.85	(2,018.52)	262,880.77	185,273.62	77,607.15
EXPENSES						
INVESTMENT FEES	0.00	0.00	0.00	7,645.73	7,646.94	(1.21)
LOSS ON TRANSFER (INTER COSTS)	0.00	0.00	0.00	3,764.51	6,941.39	(3,176.88)
SALES TRANSFER OUT (PRIOR YR)	0.00	0.00	0.00	20,125.00	8,090.00	12,035.00
TOTAL EXPENSES	0.00	0.00	0.00	31,535.24	22,678.33	8,856.91
NET CHANGE	30,775.33	32,793.85	(2,018.52)	231,345.53	162,595.29	68,750.24

RESOLUTION NO. 8-2021

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

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

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

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

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

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

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

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

SECTION 1. RECITALS

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

SECTION 2. FINDINGS

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

SECTION 3. CONTINUED AB 361 REMOTE MEETINGS

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

SECTION 4. SEVERABILITY

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

SECTION 5. CERTIFICATION

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

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

APPROVED AND ADOPTED this 14th day of April 2022, by the following roll
call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jan M. Pye, Board Chairperson

ATTEST:

LaFaye M. Platter, Secretary

PSCD 1st Quarter Portfolio Summary

Presented by Neal Wilson, Wealth Consulting Group

PALM SPRINGS CEMETERY TRUSTEE MEETING

APRIL 14, 2022

- 1) The Non-Restricted portion of the Endowment account is now in a separate account. All interest and dividends earned in the Endowment account will be journaled over to this separate account on a monthly basis. At the same time all fees associated with the Endowment account will now be paid from the new Non-Restricted account.
- 2) There is approximately \$2,200,000. either maturing in 2022 or currently sitting in cash. This will allow us to take advantage of the expected higher rate hikes the Federal Reserve has scheduled for the remainder of the year. I would like to meet with the Finance sub-committee to formulate a strategy and then report back to board with a plan.
- 3) Brief overview of the economic outlook and what it means for the district's portfolios.

**PALM SPRINGS CEMETERY DISTRICT
RESOLUTION 1-2022**

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 \$21,961.20 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 \$7,505.00 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 December 1, 2021 to March 31, 2022.

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 14th day of April 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jan M. Pye, Chairperson

ATTEST:

LaFaye M. Platter, Secretary



PALM SPRINGS CEMETERY

D E S T R I C T

STAFF REPORT

TO: Board of Trustees
FROM: Kathleen Jurasky, District Manager
Steven B. Quintanilla, General Legal Counsel
DATE: April 14, 2022
RE: Resolution - Finance Committee Urgency Action Authority

RECOMMENDATION:

That the Board of Trustees adopt the attached Resolution authorizing the Finance Committee to take action on certain items when there is an urgent need to take action prior to the next regularly scheduled meeting of the Board of Trustees.

BACKGROUND

The Board of Trustees ("Board") established a Finance Committee to review the District's annual budget, to make recommendations to the Board on the annual budget, and to engage in any other finance related activities, as determined by the Board. Although the Finance Committee serves in an advisory capacity to the Board, the Finance Committee is authorized to take final action on certain items expressly authorized by a majority of the entire membership of the Board.

Notwithstanding the above, under certain circumstances, there is an urgent need for the Finance Committee to take action on an item prior to the next regularly scheduled meeting of the Board to avoid certain complications that could detrimentally impact, disrupt or impede the normal business operations of the District.

This Resolution would authorize the Finance Committee to take action on any item within the Finance Committee's subject matter jurisdiction upon the unanimous determination of the Finance Committee, with the consensus of the General Manager, that there is an urgent need for the Finance Committee to take action on the respective item prior to the next regularly scheduled meeting of the Board to avoid certain complications that could detrimentally impact, disrupt or impede the normal business operations of the District. If any such action is taken, the Finance Committee will be required to report to the Board of Trustees at its next regularly scheduled meeting what action was taken and why it was taken.

ATTACHMENT

Resolution Re Finance Committee Urgency Action Authority

RESOLUTION 2-2022

A RESOLUTION OF THE PALM SPRINGS CEMETERY DISTRICT BOARD OF TRUSTEES AUTHORIZING THE FINANCE COMMITTEE TO TAKE ACTION ON CERTAIN ITEMS BASED UPON A DETERMINATION THAT THERE IS A NEED TO TAKE IMMEDIATE ACTION ON THE RESPECTIVE ITEM PRIOR TO THE NEXT REGULARLY SCHEDULED MEETING OF THE BOARD OF TRUSTEES

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

WHEREAS, the Board of Trustees ("Board") established a Finance Committee to review the District's annual budget, to make recommendations to the Board on the annual budget, and to engage in any other finance related activities, as determined by the Board; and

WHEREAS, the Finance Committee is a standing committee that must comply with the Ralph M. Brown Act, as set forth in Government Code Sections 54950 *et seq.*; and

WHEREAS, the Finance Committee primarily serves in an advisory capacity to the Board; and

WHEREAS, notwithstanding its advisory capacity, the Finance Committee is authorized to take final action on those items expressly authorized by a majority of the entire membership of the Board; and

WHEREAS, the Board acknowledges and recognizes that under certain circumstances, there is an urgent need for the Finance Committee to take action on an item within its subject matter jurisdiction prior to the next regularly scheduled meeting of the Board to avoid certain complications that could detrimentally impact, disrupt or impede the normal business operations of the District.

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

Section 1. Recitals.

That the Recitals set forth above are true and correct and are incorporated herein by reference.

Section 2. Finance Committee Authorization.

That the Finance Committee shall be authorized to take action on any item within the Finance Committee's subject matter jurisdiction upon the unanimous determination of the Finance Committee, with the consensus of the District Manager, that there is an urgent need for the Finance Committee to take action on the respective item prior to the next regularly scheduled meeting of the Board of Trustees to avoid certain complications that could detrimentally impact, disrupt or impede the normal business operations of the District.

Section 2. Report to the Board of Trustees.

That any action taken by the Finance Committee pursuant to this Resolution shall be reported to the Board of Trustees at its next regularly scheduled meeting.

Section 3. Severability.

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

Section 4. Repeal of Conflicting Provisions.

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

Section 5. Effective Date.

That this Resolution shall take effect immediately upon its adoption.

Section 6. Certification.

That the Secretary of the Board 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, in the minutes of the meeting at which this resolution is passed and adopted.

THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK

APPROVED AND ADOPTED this 14th day of April, 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jan M. Pye, Chairperson

ATTEST:

LaFaye M. Platter, Secretary

APPROVED AS TO FORM:

Steven B. Quintanilla, General Counsel

REVIEWED:

Kathleen Jurasky, District Manager

Legislators always find time to listen to the voters they represent locally. Just as you serve your community, your legislators were also elected to serve.



The Honorable Christy Smith (left from), who represents 38th Assembly District, meets with CSDA members.

Understanding the Legislative Process

Before you can effectively engage with your legislators, it helps to know a little about how they create new laws. You don't need to be an expert, but understanding the big picture can help you determine the best times to take action and make your district's voice heard in the Capitol.

With 120 legislators each introducing a couple dozen bills, the State Legislature must consider about 2,500 bills every year including the annual State budget. While there might be one bill that is most important to your district, it is helpful to remember that it is just one of hundreds of bills your legislators might be voting on—sometimes in a single day. It is also important to realize that each bill a legislator votes on is important to somebody.

With so many bills introduced every year, it is not surprising that the legislative process is deadline-driven. It is also worthwhile to note that the California State Legislature serves in a biennial, or two-year, legislative session. Bills introduced in the first year, or the odd year, of a session have two years to navigate the Legislature and receive the governor's signature. Therefore, any bill failing passage in the first year can be reconsidered in the second year. These are known as "two-year bills."

Engaging with Your Legislators

Since the California State Legislature writes the laws that govern special districts, engaging with your legislators and other stakeholders in the Capitol is a necessary part of leading your district. Legislators always find time to listen to the voters they represent locally. Just as you serve your community, your legislators were also elected to serve. By providing information, cultivating relationships, and becoming a valuable resource, you can ensure your district's perspective is understood at the state level.

To pass the Legislature, every bill must be approved by both the State Senate and Assembly. Bills introduced by Assemblymembers are considered Assembly Bills or ABs, while those introduced by Senators are called Senate Bills or SBs. Each bill starts in its house of origin, also known as the first house. Assembly Bills begin in the Assembly and Senate Bills in the Senate. Once a bill clears the house of origin, it moves to the second house. If there are any amendments in the second house it must return to the first house for concurrence in the amendments.

Policy committees weigh in on the merits of legislation in each house. A bill is typically referred to at least one policy committee in each house. Every bill with substantive cost is then referred to a fiscal committee, known as the Appropriations Committee, before going to the floor of the house for vote by the full body.

Knowing the legislative calendar will help your district understand when it can influence the introduction, analysis,

and passage or defeat of legislation. The updated legislative calendar for any given year can be downloaded from the State Assembly or State Senate websites (assembly.ca.gov or senate.ca.gov). However, the calendar and legislative process looks roughly as follows:

First (Odd) Years:

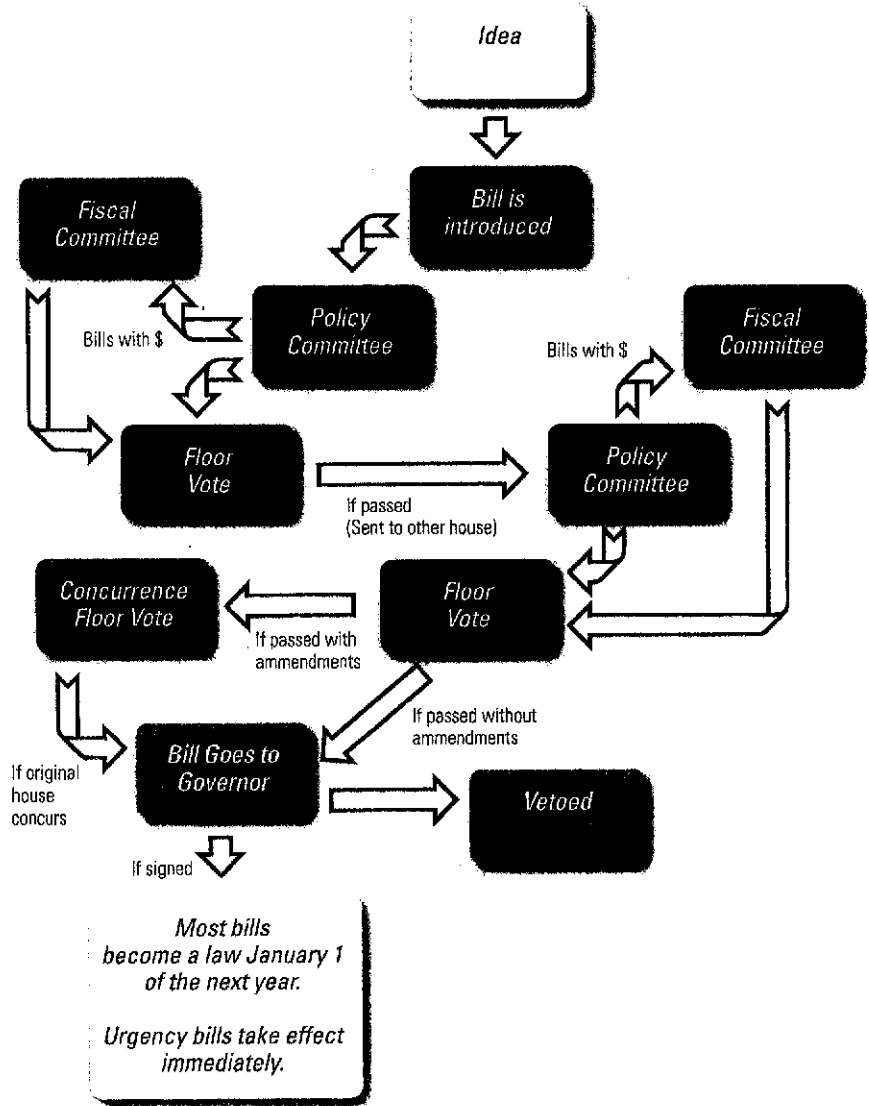
- **January/February:** Bill introductions
- **March/April:** First house policy committee hearings
- **May:** First house fiscal committee hearings and house of origin deadline
- **June/mid-July:** Second house policy committee hearings
- **Mid-July/mid-August:** Summer recess
- **Mid-August/mid-September:** Second house fiscal committee hearings and final deadline

Second (Even) Years:

- **January/February:** Bill introductions for second year bills and house of origin deadline for first year (“two-year”) bills
- **March/April:** First house policy committee deadline for second year bills
- **May:** First house fiscal committee deadline for second year bills
- **June:** House of origin deadline for second year bills and second house policy committee hearings
- **July:** Summer recess
- **August:** Second house fiscal committee hearings and final passage deadline

Note that spring is the busiest time of year in the State Capitol because it is when major policy deadlines converge with the most critical State budget deadlines. The governor’s May Revision to his or her budget proposal is released in mid-May and the Legislature must pass the budget by June 15. During this period, legislators and their staff will want to focus on the most urgent issues that are on deadline. Keep this in mind when contacting them or scheduling meetings.

The Legislative Process



Knowing the legislative calendar will help your district understand when it can influence the introduction, analysis, and passage or defeat of legislation.

Agenda Item 12b1

STRATEGIC BAROMETER DASHBOARD AND STRATEGIC BAROMETER

Palm Springs Cemetery District Strategic Barometer Dashboard

Highlights of Key Measures of 2019-2024 Plan Progress

DISTRICT IMAGE/REPUTATION

85%	District Delivers Affordable Interment Services Goal: 70%
90%	District Delivers Attractive/Safe/Serene Cemeteries Goal: 70%

PUBLIC UNDERSTANDING/AWARENESS

72%	Public Understands Value of Public Cemeteries Goal: 70%
75%	Public Recognizes Desert Memorial Park Separate Entity Goal: 70%

SERVICE QUALITY

10%+	Share of Interment Families Contacted Annually Goal: 10%
45%	Share of Pre-Need Families Contacted Annually Goal: 10%
100%	Share of Grounds & Facilities Meeting Standards Goal: 100%

FAMILY SATISFACTION

0.0%	Share of Interments Resulting in Family Complaint Goal: <1%
92	Annual Number of Referrals From Families Goal: 20
1/31/20	Green Burial Policy Developed (Approved 3-12-20) Goal: 1/31/20

COMMUNITY ENGAGEMENT

3	Events Hosted/Co-Sponsored/Partnered by PSCD Goal: 4
10,000	Residents Attending Event at a PSCD Cemetery Goal: Up to 10,000
2,000	Residents Attending One PSCD Historical Event Goal: 2,000

COMMUNITY ENGAGEMENT

5/15/22	Deadline for Renovation of Veterans Pavilion Goal: 5/15/22
6/30/22	Deadline for Development of Family Picnic Area Goal: 6/30/22
0	Charter Membership of Friends of PSCD Goal: 20 by 6/30/21

FINANCIAL MANAGEMENT

\$8,500	Veterans Pavilion Renovation Budget Ceiling Goal: \$750,000
\$0	Family Picnic Area Construction Budget Ceiling Goal: \$100,000
\$0	Financial/Data/Guidance Technology Budget Ceiling Goal: \$50,000

TECHNOLOGY MANAGEMENT

6/30/22	Deadline for Technology Upgrade Acquisition Goal: 6/30/22
6/30/24	Deadline for Technology Upgrade Deployment Goal: 6/30/24

Palm Springs Cemetery District Strategic Barometer
Key Performance Indicators of 2019-2024 Plan Progress: District Image/Reputation

Key Performance Indicator	Goal	Measure as of 3/31/22	Health Key	Remarks
A majority of PSCD stakeholders believe the District provides affordable interment services	70%	85%	Green = 70%+ Yellow=55%-69% Red=<55%	<i>Based on the returned surveys most say services are affordable</i>
A majority of PSCD stakeholders believe the District provides an attractive, safe and serene cemetery environment	70%	90%	Green = 70%+ Yellow=55%-69% Red=<55%	<i>We constantly get positive compliments regarding the appearance of the cemetery grounds in person and on surveys</i>

Palm Springs Cemetery District Strategic Barometer

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

Key Performance Indicator	Goal	Measure as of 3/31/22	Health Key	Remarks
The District makes contact annually with the families of those interred in a PSCD cemetery (for whom we have current contact information)	10%	10%+	Green = 10%+ Yellow=8%-9% Red=<8%	<i>Surveys are sent to all families after burials Also working on a program to increase contact</i>
The District makes contact annually with those holding pre-need burial rights to space in a PSCD cemetery	10%	45%	Green = 10%+ Yellow=8%-9% Red=<8%	<i>Currently contact is being made due to the requirement of new forms to be signed</i>
PSCD grounds and facilities meet District appearance and safety standards each month	100%	100%	Green = 100% Yellow=80%-99% Red=<80%	<i>We currently hold monthly safety meetings discussing the ground's appearance, improvements needed and other concerns..</i>

Palm Springs Cemetery District Strategic Barometer

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

Key Performance Indicator	Goal	Measure as of 3/31/22	Health Key	Remarks
PSCD hosts, co-sponsors and partners several public events on District grounds each year	4	3	Green = 4+ Yellow=3 Red=<3	<i>PSCD currently hosts Memorial Day Services, Day of the Dead and Wreaths Across America was added in September 2019</i>
A significant number of District residents attend at least one public or family event on the grounds of a PSCD cemetery each year	10,000	10000	Green = 10,000+ Yellow=7,500-9,999 Red=<7,500	<i>With families visiting, private tours of the cemetery on a daily basis, and the three PSCD events we have exceeded this goal</i>
A significant number of District residents attend at least one historical event, program or activity at a District cemetery each year	2,000	2000	Green = 2,000+ Yellow=1,500-1,999 Red=<1,500	<i>WMC Historical Tours in the works, Memorial Day, Day of the Dead and Wreaths Across America these goal have been achieved</i>

Palm Springs Cemetery District Strategic Barometer

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

Key Performance Indicator	Goal	Measure as of 3/31/22	Health Key	Remarks
Veterans Chapel renovation is completed on-budget	\$750,000	\$8,500	Green = \$750,000 Yellow = \$750,001-\$850,000 Red = >\$850,000	<i>Roof replaced 9/10/2021. No other projects started</i>
Family picnic area is completed on-budget	\$100,000	\$0	Green = \$100,000 Yellow = \$100,001-\$110,000 Red = >\$110,000	<i>Project has not started, no expenditures to date</i>
Financial, data management and visitor guidance software is deployed on-budget	\$50,000	\$0	Green = \$50,000 Yellow = \$50,001-\$60,000 Red = >\$60,000	<i>Project has not started, no expenditures to date, however District Manager currently investigating a new company</i>
Phase One of the Landscape Interment Project is completed on-budget	\$1,410,500	\$34,084	Green = \$1,410,500 Yellow = \$1,410,501-\$1,560,000 Red = >\$1,560,000	<i>Landscape design, construction in documents and coordination in process. Service Provider Agreement Prepared 4-6-22</i>

Palm Springs Cemetery District Strategic Barometer

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

Key Performance Indicator	Goal	Measure as of 3/31/22	Health Key	Remarks
A majority of PSCD stakeholders clearly understand the value a public cemetery offers the community	70%	72%	Green = 70%+ Yellow=55%-69% Red=<55%	<i>Some don't realize the value until public vs private is explained, or they themselves compare costs</i>
A majority of PSCD stakeholders recognize that Desert Memorial Park and Forest Lawn are separate and distinct entities	70%	75%	Green = 70%+ Yellow=55%-69% Red=<55%	<i>During discussions with families and visitors 75% of them recognize the difference</i>

Palm Springs Cemetery District Strategic Barometer

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

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

Palm Springs Cemetery District Strategic Barometer

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

Key Performance Indicator	Goal	Measure as of 3/31/22	Health Key	Remarks
The Veterans Chapel at Desert Memorial Park is renovated	5/15/22	5/15/22	Green = 5/12/22 Yellow = 11/12/22 Red = 5/12/23	<i>Roof replaced \$8,500.00 10-2021</i>
A family picnic area is developed at Desert Memorial Park	6/30/22	6/30/22	Green = 6/30/22 Yellow = 12/30/22 Red = 6/30/23	<i>Project has not started, no expenditures to date</i>
The Friends of Palm Springs Cemetery District is chartered and attracts an initial active membership	20	0	Green = 20+ Yellow = 15-20 Red = <15	<i>No charter established ~ 6 from the surveys have expressed an interest in FPSCD ~ 63 gave their contact information</i>

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

Key Performance Indicator	Goal	Measure as of 3/31/22	Health Key	Remarks
Financial, data management and visitor guidance software is acquired on-deadline	6/30/22	6/30/22	Green = 6/30/22 Yellow = 12/30/22 Red = 6/30/23	<i>Software currently not available, however District Manager looking at new company</i>
Financial, data management and visitor guidance software is deployed on-deadline	6/30/24	6/30/24	Green = 6/30/24 Yellow = 12/30/24 Red = 6/30/25	<i>Software currently not available, however District Manager looking at new company</i>