

PALM SPRINGS CEMETERY DISTRICT

**AGENDA
SPECIAL MEETING
OF THE
BOARD OF TRUSTEES**

Friday, December 22, 2023 at 12:30 p.m.

Spencer's Restaurant, 701 Baristo Road, Palm Springs, California

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

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

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

4. CONFIRMATION OF AGENDA

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

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

5. CONSENT CALENDAR

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

a. Approval of November 10, 2023 Special Meeting Minutes

b. Approval of November Expenditures

General Fund		\$ 97,331.39
November Reimburse Voucher 1794	\$ 64,103.45	
November Reimburse Voucher 1795	\$ 33,192.94	
Accumulative Capital Outlay		\$.00
Pet Memorial Park Cemetery		\$.00
Total November 30, 2023 Expenditures Checks & Visa/Debit Card		
24757-24790 & Direct Deposits (Payroll)		\$ 97,331.39

c. Financial Reports as of November 30, 2023 (F-1 thru F-5A)

d. Employee Performance Appreciation Incentives

6. ADMINISTRATIVE CALENDAR

- a. Election of Officers
- b. California Association of Public Cemeteries (CAPC) Annual Conference – Double Tree by Hilton San Diego Mission Valley, March 14-16, 2023 in San Diego, CA
- c. Discussion and Possible Approval to Change the Date of the March 14, 2024 Board Meeting Due to Conflict with CAPC Annual Conference
- d. East 40 Acres Lease Agreement - Update

7. LEGISLATIVE CALENDAR – None

8. TRUSTEES AND ATTORNEY SIGNATURES

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEES

12. REPORTS

- a. Trustees
- b. Manager
 - 1. PSCD Strategic Barometer Dashboard and Strategic – No Updates and Nothing to Report
 - 2. Wreaths Across America Held December 16, 2023 at Desert Memorial Park

13. FUTURE AGENDA ITEMS

- a. Discussion in 2024/2025 – 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. Lease Agreement Property Taxes January 2023

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

15. CLOSED SESSION ANNOUNCEMENT

16. OPEN SESSION

17. ADJOURNMENT

THIS NOTICE OF AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 12:30 P.M., Tuesday, December 19, 2023

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

DATE: November 10, 2023

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 Trustee Pye at 2:02 P.M.

2. **ROLL CALL**

Present: Jan M. Pye, Chairperson
Lynn T. Mallotto, Treasurer
LaFaye M. Platter, Secretary
Michael V. Smith, Member

Also Present: Kathleen Jurasky, District Manager
Steve Quintanilla, Quintanilla & Associates

3. **PUBLIC COMMENTS** –

4. **PSCD STAFF AND NISSHO STAFF RECOGNITION & APPRECIATION** District Manager Jurasky stated Palm Springs Cemetery District Staff and two of Nissho employees are in attendance to be presented with awards in recognition of their contributions and efforts to the Palm Springs Cemetery District during tropical storm Hillary, and also the handling of a high-profile interment during her vacation. She reported there was major tree damage, and the grounds crew handled the removal and clean-up very efficiently saving the District several thousand dollars.

District Manager Jurasky also reported office staff handled the high-profile interment with professionalism, proficiency and did everything necessary for such a service. She thanked them, and stated their efforts and contributions to the District are truly appreciated. The Board of Trustees expressed their appreciation and thanked them.

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

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

7. **ADMINISTRATIVE CALENDAR** a. **District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group** Neal Wilson presented a PowerPoint presentation to the Board and discussed the following:

Account balances: Endowment - Restricted account balance is currently \$5,624,128.00
Endowment -Unrestricted account balance is currently \$1,339,057.00
Pre-Needs - account balance is currently \$2,756,016.00
Capital Outlay- account balance is currently \$1,251,211.00

Maturity Schedule: Schedule shows cash now, and noted the dollar amounts and maturity years through 2027.

Summary and Outlook: He stated with over 80% of the portfolios coming due in 2024 and the 2-year treasury yield at a 16-year high, the monies from the maturing investments should be able to be reinvested as a considerably higher rate.

Mr. Wilson further stated this will increase the return on investments, and said the ideal goal would be to get as close to an overall return of 5% as possible. The investment report was received and filed.

7. ADMINISTRATIVE CALENDAR - continued

b. Review for Discussion and Possible Approval Increase in PSCD Monthly Employer Contribution for Employee Health Insurance Premiums – Presentation of Other District’s Contributions – S. Vickrey, Office Accountant Mr. Vickrey made the presentation and a discussion followed. Following the discussion, the Board agreed to review the budget to ascertain the viability of increasing the employer premium contribution. This item is to be placed on a near future agenda or a special meeting will be called to address.

c. PSCD Prior Owner of 26.9 Acres Landfill – Inquiry J. Swauger, Trustee Caliente Conservancy Trust Cathedral City Landfill – Report by District Manager Jurasky District Manager Jurasky reported Mr. Swauger came to the office requesting information regarding contracts on the purchase and sell of the landfill. She stated she would contact the District’s attorney Steve Quintanilla regarding the request before releasing anything.

She further stated Mr. Swauger said tropical storm had uncovered potentially hazardous debris in the landfill, and she felt he was looking to the District as a possible source to help mitigate the issue. No action taken

d. Review for Discussion and Possible Approval – Conditional of Approval Memorial Bench Policy Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Platter to approve the Conditional of Approval Memorial Bench Policy. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

e. Review for Discussion for Approval to Replace Well #4 Air and Water Check Valves – Proposal L.O. Lynch Quality Wells and Pumps, Inc. Following a discussion motion was made Trustee Platter, seconded by Trustee Mallotto to approve the proposal in the amount of \$7,161.00 from L.O. Lynch Quality Wells and Pumps, Inc. Motion carried, roll call 4-0, Mallotto, Platter, Pye and Smith.

f. Review for Discussion and Approval –Trustee Annual Year-End Meeting Luncheon. Following a discussion motion was made by Trustee Mallotto, seconded by Trustee Smith to approve scheduling the Trustee Annual Year-End Meeting Luncheon for 12:30 A.M, Tuesday, December 19, 2023 at Spencer’s Restaurant for the board meeting, and luncheon immediately following. District Manager Jurasky was directed to handle the scheduling with the restaurant and to send invitations. Motion carried; roll call 4-0. Mallotto, Platter, Pye and Smith.

g. Welwood Murray Niche Project - Update District Manager Jurasky reported the niche project detail drawings are still not completed. She stated when they are completed, they will be submitted to the City of Palm Springs planning for review.

8. LEGISLATIVE a. Resolution 9-2023, Transfer Interment Rights & Costs from PN to ACO & GF Motion was made by Trustee Mallotto, seconded by Trustee Platter to approve Resolution 9-2023 transferring \$24,591.24 from PreNeed Fund, 51265 to the General Fund, 51270 and \$18,100.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 4-0. Mallotto, Platter, Pye and Smith.

9. TRUSTEE AND ATTORNEY SIGNATURES All documents were signed as needed by Trustees and Attorney.

10. BOARD DEVELOPMENT – None

11. PUBLIC HEARING CALENDAR – None

12. COMMITTEE REPORTS – None

13. REPORTS a. Trustee Report – Trustee Mallotto reported she declined an invitation to speak during the Veterans Day Ceremony at DMP from Tom Swann Hernandez, AMVETS Post 66 due to postings on their website.

b. District Manager District Manager Jurasky

1. Day of the Dead/Dia de los Muertos Event - District Manager Jurasky reported the event organized by the Community was a success.
2. AMVETS Post 66 Veterans Day Ceremony, 10:00 A.M., Saturday, November 11, 2023 at DMP
3. SDRMA – No Liability or Workers’ Compensation Claims in Fiscal Year 2022-2023
4. Wreaths Across America Ceremony, 12:00 P.M., Saturday, December 16, 2023 at DMP & WMC

14. FUTURE AGENDA ITEMS a. Discussion in 2024/2025 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. Future Long-Range Planning – PSCD Staff No action taken

15. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 3:21 P.M.

- a. Conference with Labor Negotiator Regarding Unrepresented Employee**
Pursuant to Government Code Section 54957.6(a)
District’s Designated Representative: Steven B. Quintanilla, General Counsel
Unrepresented Employee: District Manager

Returned to Open Session at 3:51 P.M.

16. CLOSED SESSION ANNOUNCEMENT No Reportable Action

17. OPEN SESSION – None

18. ADJOURNMENT Meeting was adjourned by Trustee Pye at 3:52 P.M. The next special board meeting is scheduled for 12:30 P.M., Friday, December 22, 2023 at Spencer’s Restaurant in Palm Springs, CA.

DATE: _____

LaFaye M. Platter, Secretary

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Nov 1, 2023 to Nov 30, 2023

Date	Check #	Line Description	Debit Amo	Credit Amo
11/10/23	24761	NISSHO STAFF APPRECIATION RAMON MARTINEZ	500.00	500.00
11/10/23	24762	NISSHO STAFF APPRECIATION EZEQUIEL MATA-PEREZ	250.00	250.00
11/2/23	24763	INV 252164 - LANDSCAPE MAINTENANCE FOR OCT 2023 NISSHO OF CALIFORNIA, INC	24,700.00	24,700.00
11/2/23	24764	INV 5789 - FERTIGATION FOR OCT 2023 ECOFERT, INC	1,350.00	1,350.00
11/2/23	24765	INV 2311133 - SECURITY PATROL FOR NOV 2023 MAXWELL SECURITY SERVICES, INC	825.00	825.00
11/3/23	24766	REPURCHASE INTERMENT RIGHT C-17 #55 ENDOWMENT CARE IS NON-REFUNDABLE LARRY M PETERSON	490.00	490.00
11/8/23	24767	INV 20871488 - IRRIGATION SYSTEM REPAIR SUPPLIES EWING OUTDOOR SUPPLY, INC	125.76	125.76
11/8/23	24768	INV 3018257597 - FORD RANGER FUEL PUMP INV 3018257386 - FORD RANGER FUEL FILTER & CLIP O'REILLY AUTOMOTIVE, INC	235.74 31.83	267.57
11/8/23	24769	INV 13J0032777377 - BOTTLED WATER RENTAL FOR OCT 2023 READY REFRESH	40.42	40.42
11/8/23	24770	INV 9001588001 - (2) #5 VAULTS; (8) #5 LINERS MATTHEWS INTERNATIONAL CORP	2,655.00	2,655.00
11/30/23	24771	SHUTTER ENGRAVING FOR MARYANN DEAN NICHE A-1 PRENEED CONTRACT 1165 MULHERIN MONUMENTAL	90.00	90.00
11/30/23	24772	DEC 2023 PSCD EMPLOYEE VISION INSURANCE EXPENSE METLIFE GROUP BENEFITS	76.60	76.60
11/30/23	24773	DEC 2023 PSCD EMPLOYEE DENTAL INSURANCE EXPENSE STANDARD INSURANCE COMPANY RB	511.52	511.52
11/30/23	24774	DEC 2023 PSCD EMPLOYEE LIFE INSURANCE EXPENSE STANDARD INSURANCE COMPANY RQ	63.52	63.52
11/30/23	24775	OCT 2023 SERVICE FOR AMERICAS PLAZA FOUNTAIN REPLACE PUMP FOUNTAIN POTS ELOY'S POOL SERVICE & REPAIRS	80.00 315.00	395.00
11/30/23	24776	REFUND .12 OVERPAYMENT FOR JADE CASAS INTERMENT REIMBURSEMENT FOR FLOWERS DISPOSAL PORTABLE WATER DISPENSER FOR GROUNDS CREW REFUND VASE EXCHANGE PETTY CASH	0.12 49.46 66.56 21.75	137.89
11/30/23	24777	INV 10007 - 2024 MEMBERSHIP DUES THOUSAND PALMS CHAMBER OF COMMERCE	250.00	250.00
11/30/23	24778	INV 93919 - DUVALL GATE EMERGENCY CALL PATTON ENTERPRISES, INC	300.00	300.00
11/30/23	24779	INV 21005825 - IRRIGATION SYSTEM REPAIR SUPPLIES EWING OUTDOOR SUPPLY, INC	39.78	39.78

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Nov 1, 2023 to Nov 30, 2023

Date	Check #	Line Description	Debit Amo	Credit Amo
11/30/23	24780	INV 3018-266670 - BATTERY O'REILLY AUTOMOTIVE, INC	177.44	177.44
11/30/23	24781	INV 82112583 - JANITORIAL SUPPLIES WAXIE SANITARY SUPPLY	297.30	297.30
11/30/23	24782	GROUND SUPERVISOR CELL PHONE FOR 11/20/23 12/19/23 T-MOBILE	118.40	118.40
11/30/23	24783	IN891410 KYOCERA COPIER FOR 11/16/23 TO 12/15/23 AIS	201.61	201.61
11/30/23	24784	INV 9001687821 - (1) #0 LINER; (12) #5 LINER MATTHEWS INTERNATIONAL CORP	3,085.00	3,085.00
11/30/23	24785	INV 71360 - (12) GRAY VASES INV 71547 - (12) WHITE CREMATION VAULTS ASCO PACIFIC, INC.	521.63 924.22	1,445.85
11/30/23	24786	INV IT0000005767 - PS FINANCIALS FOR OCT 2023 DATA VPN RIVERSIDE COUNTY INFORMATION TECHNOLOGY	25.52 4.66	30.18
11/30/23	24787	NOV 2023 PSCD EMPLOYEE RETIREMENT EXPENSE - K JURASKY NOV 2023 EMPLOYEE 403B PAYABLE - K JURASKY INVESCO INVESTMENT SERVICES, INC	757.83 2,219.78	2,977.61
11/30/23	24788	NOV 2023 PSCD EMPLOYEE RETIREMENT EXPENSE - E ARCHILA FRANKLIN - TEMPLETON	440.42	440.42
11/30/23	24789	NOV 2023 PSCD EMPLOYEE RETIREMENT EXPENSE - S LOZANO FRANKLIN - TEMPLETON	324.15	324.15
11/30/23	24790	NOV 2023 PSCD EMPLOYEE RETIREMENT EXPENSE - S VICKREY FRANKLIN - TEMPLETON	336.62	336.62
11/7/23	APPLE	ICLOUD+ WITH 200 GB OF STORAGE KJ COMPANY DEBIT CARD	2.99	2.99
11/3/23	BURRTEC	TRASH SERVICE FOR NOV 2023 BURRTEC WASTE & RECYCLING SVCS	603.53	603.53
11/8/23	CALPERS	NOV 2023 PSCD EMPLOYEE HEALTH INSURANCE EXPENSE NOV 2023 PSCD RETIREE HEALTH INSURANCE EXPENSE NOV 2023 EMPLOYEE PORTION OF HEALTH INSURANCE CALPERS	6,689.38 421.36 395.20	7,505.94
11/14/23	COLONIAL	OCT 2023 EXTRAL HEALTH INSURANCE FOR K JURASKY COLONIAL LIFE	203.78	203.78
11/13/23	CVS	CVS - CANDY FOR BOT MEETINGS KJ COMPANY DEBIT CARD	12.60	12.60
11/16/23	CVWD	332245-850914 WELL REPLENISHMENT FOR OCT 2023 COACHELLA VALLEY WATER DISTRICT	3,803.51	3,803.51
11/29/23	CVWD	CVWD 559833-884768 - COMMERCIAL FOR NOV 2023 COACHELLA VALLEY WATER DISTRICT	31.78	31.78
11/29/23	CVWD	CVWD 180819-512108 BUSINESS FOR NOV 2023 COACHELLA VALLEY WATER DISTRICT	25.41	25.41

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Nov 1, 2023 to Nov 30, 2023

Date	Check #	Line Description	Debit Amo	Credit Amo
11/29/23	CVWD	CVWD FIRE PROTECTION COACHELLA VALLEY WATER DISTRICT	86.99	86.99
11/16/23	DWA	DWA - WMC USAGE FOR NOV 2023 DESERT WATER	1,116.43	1,116.43
11/3/23	EDD_TAX	SIT P/R 10/19/2023 TO 11/01/2023 PAID 11/03/2023 SDI P/R 10/19/2023 TO 11/01/2023 PAID 11/03/2023 EMPLOYMENT DEVELOPMENT DEPT	354.65 139.12	493.77
11/17/23	EDD_TAX	SIT P/R 11/02/2023 TO 11/15/2023 PAID 11/17/2023 SDI P/R 11/02/2023 TO 11/15/2023 PAID 11/17/2023 EMPLOYMENT DEVELOPMENT DEPT	340.20 159.14	499.34
11/3/23	EDD_TAXa	SUI P/R 10/19/2023 TO 11/01/2023 PAID 11/03/2023 CA EDU & TRAINING P/R 10/19/2023 TO 11/01/2023 PAID 11/03/2023 EMPLOYMENT DEVELOPMENT DEPT	30.89 0.72	31.61
11/17/23	EDD_TAXa	SUI P/R 11/02/2023 TO 11/15/2023 PAID 11/17/2023 CA EDU & TRAINING P/R 11/02/2023 TO 11/15/2023 PAID 11/17/2023 EMPLOYMENT DEVELOPMENT DEPT	46.33 1.08	47.41
11/16/23	EDISON	8000493032 ADMIN BUILDING FOR 10/10/23 TO 11/07/23 8001545238 DAVALL GATE FOR 10/11/23 TO 11/08/23 8002601833 WELL #4 FOR 10/09/23 TO 11/06/23 8003526191 WELL #2 FOR 10/11/23 TO 11/08/23 8004476833 WMC FOR 10/11/23 TO 11/08/23 8004476833 WMC DCE FOR 10/11/23 TO 11/08/23 SO CAL EDISON	716.97 23.86 5,492.52 252.09 14.79 0.67	6,500.90
11/3/23	EXPRESS_T	FIT P/R 10/19/2023 TO 11/01/2023 PAID 11/03/2023 SOCIAL SECURITY P/R 10/19/2023 TO 11/01/2023 PAID 11/03/2023 MEDICARE P/R 10/19/2023 TO 11/01/2023 PAID 11/03/2023 BANK OF AMERICA	1,210.77 1,916.94 448.31	3,576.02
11/17/23	EXPRESS_T	FIT P/R 11/02/2023 TO 11/15/2023 PAID 11/17/2023 SOCIAL SECURITY P/R 11/02/2023 TO 11/15/2023 PAID 11/17/2023 MEDICARE P/R 11/02/2023 TO 11/15/2023 PAID 11/17/2023 BANK OF AMERICA	1,206.75 2,192.33 512.74	3,911.82
11/3/23	FEEES	P/R 10/19/2023 TO 11/01/2023 PAID 11/03/2023 CBIZ PAYROLL	102.08	102.08
11/17/23	FEEES	P/R 11/02/2023 TO 11/15/2023 PAID 11/17/2023 CBIZ PAYROLL	123.63	123.63
11/16/23	FRONTIER	OFFICE PHONES FOR 11/07/23 TO 12/06/23 FRONTIER	478.57	478.57
11/8/23	ONE RING	INV000000731162 - OFFICE WIFI FOR NOV 2023 ONE RING NETWORKS	200.00	200.00
11/3/23	STAPLES	STAPLES - PAPER, TOWELS, PRINT CARTRIDGE, GLUE KJ COMPANY DEBIT CARD	334.88	334.88
11/13/23	USPS	USPS - POSTAGE STAMPS & CERTIFIED LETTER EA COMPANY DEBIT CARD	272.56	272.56
11/8/23	WESTERN	INV 52393171 - PEST CONTROL FOR OCT 2023 WESTERN EXTERMINATOR CO	97.15	97.15
11/29/23	WESTERN	INV 53469559 - PEST CONTROL ON 11/15/2023 WESTERN EXTERMINATOR CO	97.15	97.15

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Nov 1, 2023 to Nov 30, 2023

Date	Check #	Line Description	Debit Amo	Credit Amo
11/6/23	ZAPATERI	ZAPATERIA ALBERTO - WORK BOOTS FOR GROUNDS SUPERVISOR EA COMPANY DEBIT CARD	135.94	135.94
Total			<u>72,798.43</u>	<u>72,798.43</u>

**PALM SPRINGS CEMETERY DISTRICT
PAYROLL DISBURSEMENT JOURNAL - GENERAL FUND
For November 2023**

Date	Reference	Employee	Amount
11/3/2023	6007	KATHLEEN JURASKY	3,191.84
11/3/2023	6008	KATHLEEN JURASKY	400.00
11/3/2023	6009	STEPHANIE C. LOZANO	1,602.66
11/3/2023	6010	SCOTT W. VICKREY	1,669.34
11/3/2023	6011	EDGAR F. ARCHILA	2,417.12
11/3/2023	6012	GABRIEL C. HERRERA	1,501.44
11/3/2023	6013	LYNN T. MALLOTTO	164.24
11/3/2023	6014	LYNN T. MALLOTTO	164.24
11/3/2023	6015	MICHAEL V. SMITH	164.23
11/3/2023	6016	MICHAEL V. SMITH	164.24
11/10/2023	24757	EDGAR F. ARCHILA	500.00
11/10/2023	24758	SCOTT W. VICKREY	500.00
11/10/2023	24759	STEPHANIE C. LOZANO	500.00
11/10/2023	24760	GABRIEL C. HERRERA	500.00
11/17/2023	6022	KATHLEEN JURASKY	3,191.83
11/17/2023	6023	KATHLEEN JURASKY	400.00
11/17/2023	6024	STEPHANIE C. LOZANO	1,612.80
11/17/2023	6025	SCOTT W. VICKREY	1,274.14
11/17/2023	6026	EDGAR F. ARCHILA	2,180.70
11/17/2023	6027	GABRIEL C. HERRERA	1,448.73
11/17/2023	6028	LYNN T. MALLOTTO	164.23
11/17/2023	6029	LYNN T. MALLOTTO	164.24
11/17/2023	6030	LAFAYE M. PLATTER	164.24
11/17/2023	6031	JAN M. PYE	164.23
11/17/2023	6032	MICHAEL V. SMITH	164.24
11/17/2023	6033	MICHAEL V. SMITH	164.23
11/1/2023 thru 11/30/2023			24,532.96

**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP
For November 2023**

November Cash Disbursement Journal	72,798.43
November Payroll Disbursement Journal	24,532.96
TOTAL PSCD DISBURSEMENTS	97,331.39
TOTAL GENERAL FUND EXPENDITURES	97,331.39
November Payment Voucher # 1794	64,103.45
November Payment Voucher # 1795	33,192.94
Total Payment Vouchers	97,296.39
Refund - Zapateria Alberto (Work Boots- E Archila)	35.00
TOTAL ACO EXPENDITURES	0.00
PET CEMETERY DRAWDOWNS	0.00
Loan Amount:	25,000.00
Current Balance Remaining:	15,000.00
TOTAL NOVEMBER 2023 DISBURSEMENTS	97,331.39

**PALM SPRINGS CEMETERY DISTRICT
SITE SALES & INTERMENTS
November 2023**

SALES

	Prior Months		November		FY 2023/2024 YTD Totals		FY 2022/2023 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	101	0	13	0	114	0	141	0
Adult, A&B	0	0	3	0	3	0	3	0
Premium	3	0	2	0	5	0	5	0
Child	1	0	1	0	2	0	3	0
Cremation	11	0	3	0	14	0	16	1
Niche	19	0	1	0	20	0	16	0
TOTALS	135	0	23	0	158	0	184	1

LOT REPURCHASES

	Prior Months		November		FY 2023/2024 YTD Totals		FY 2022/2023 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	8	1	1	0	9	1	10	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
TOTALS	8	1	1	0	9	1	10	0

TOTAL INTERMENTS

	Prior Months		November		FY 2023/2024 YTD Totals		FY 2022/2023 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	78	1	13	0	91	1	94	0
Child	2	0	1	0	3	0	3	0
Cremation	18	1	7	0	25	1	28	0
Niche	6	0	3	0	9	0	15	0
TOTALS	104	2	24	0	128	2	140	0

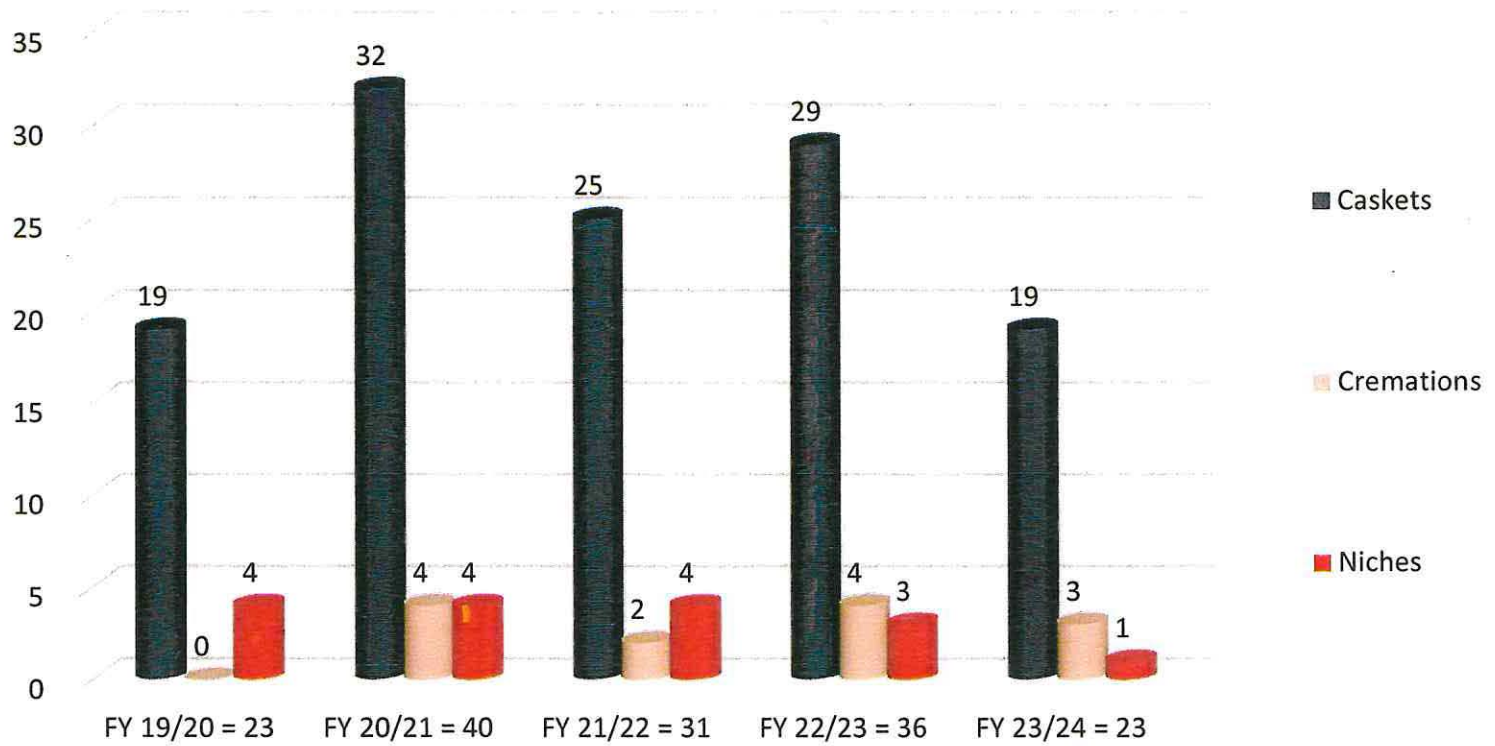
SATURDAY INTERMENTS

	Prior Months		November		FY 2023/2024 YTD Totals		FY 2022/2023 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

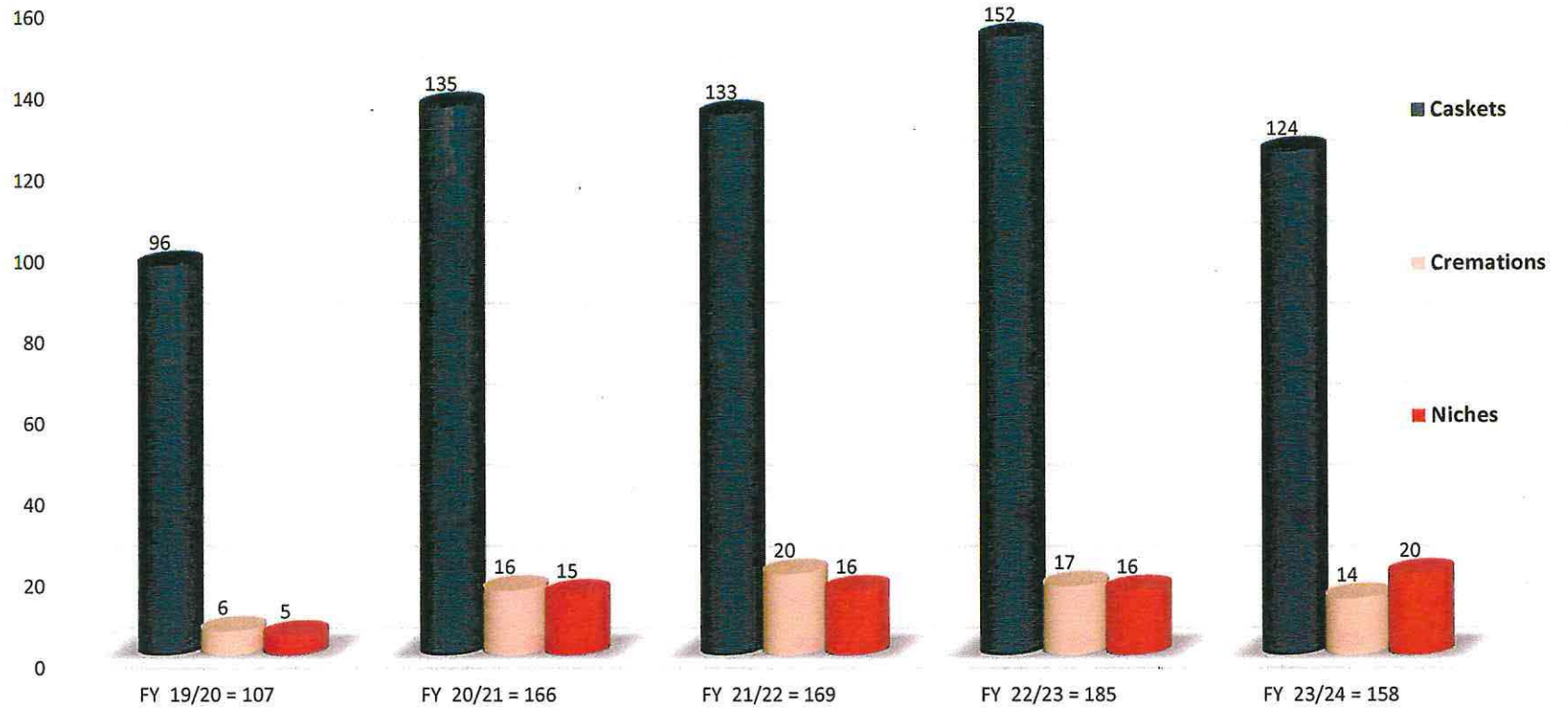
SUNDAY INTERMENTS

	Prior Months		November		FY 2023/2024 YTD Totals		FY 2022/2023 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	0	0	0	0	0	0	0	0
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0	0	0

PSCD Site Sales by Fiscal Years 19/20 to 23/24 for NOVEMBER



PSCD Site Sales by Fiscal Years 19/20 - 23/24 thru NOVEMBER



PSCD INTERMENTS for NOVEMBER

25

20

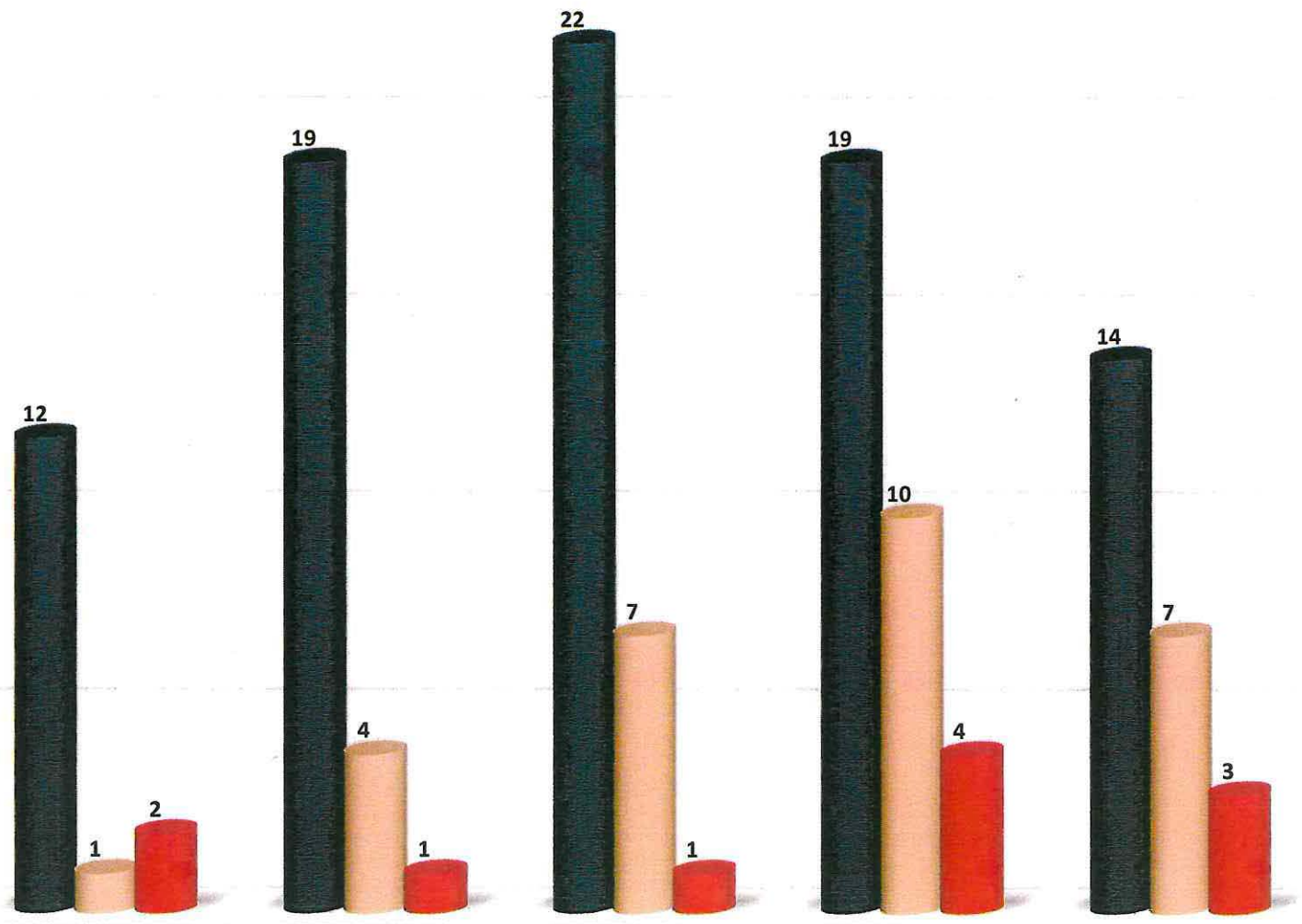
15

10

5

0

- Caskets
- Cremations
- Niches



FY 19/20 = 15

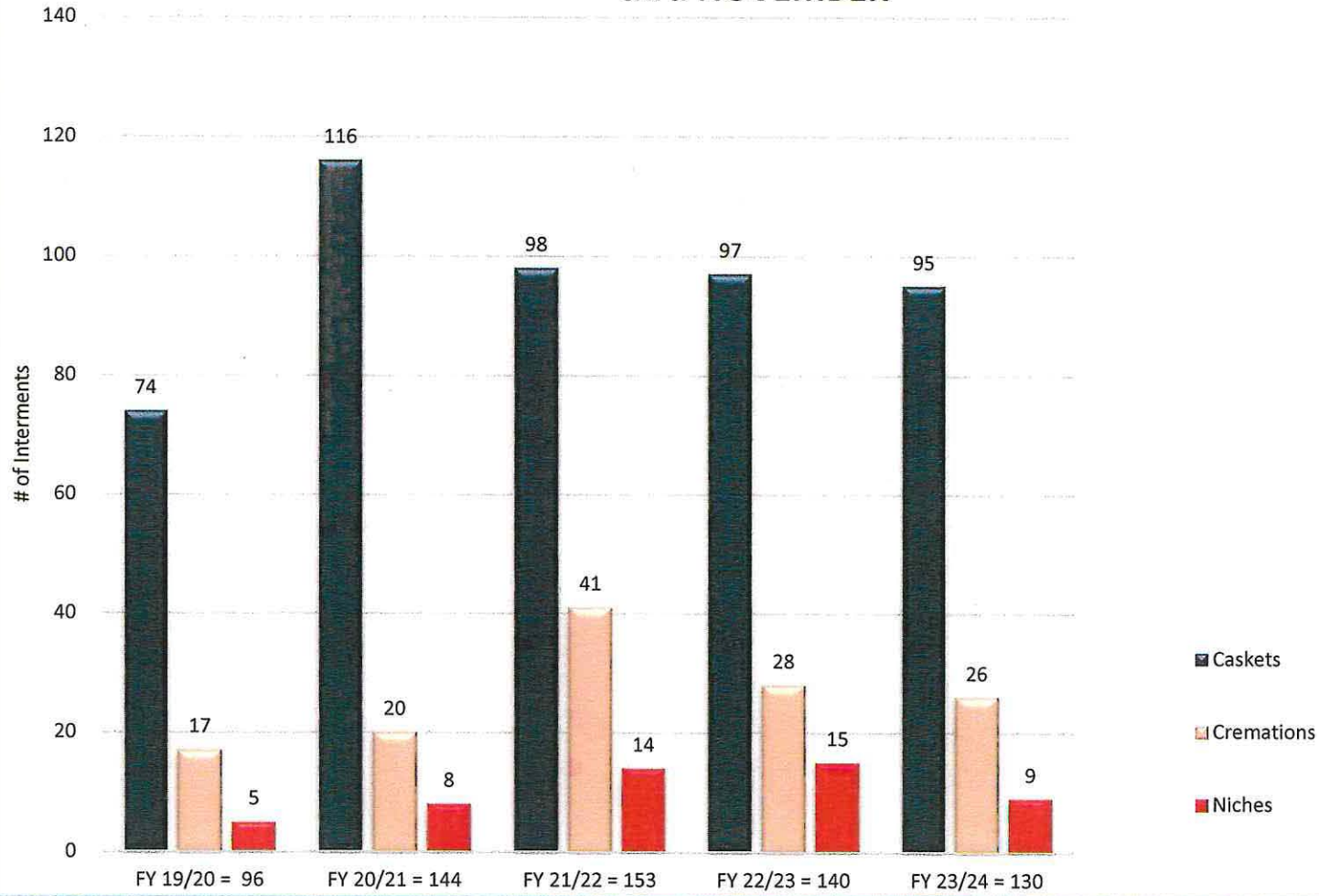
FY 20/21 = 24

FY 21/22 = 30

FY 22/23 = 33

FY 23/24 = 24

PSCD INTERMENTS BY FISCAL YEARS 19/20 - 23/24 thru NOVEMBER



PALM SPRINGS CEMETERY DIST
INCOME STATEMENT - GENERAL FUND
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2023

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
OPEN AND CLOSE	35,930.00	27,870.00	8,060	150,395.00	145,175.00	5,220
MISC SPECIAL SET-UP	0.00	0.00	0	0.00	225.00	(225)
RETURNED CHECK BANK CHARGE	0.00	30.00	(30)	30.00	120.00	(90)
INTEREST RECEIVED	0.54	0.39	0	2.40	2.69	0
LAND LEASE	6,937.09	6,676.70	260	34,685.45	37,389.70	(2,704)
MISC INCOME	25.00	0.00	25	25.00	2,944.57	(2,920)
CREDIT CARD CONVEN FEE	541.57	814.39	(273)	3,066.00	3,544.02	(478)
WITNESS GRAVE CLOSING	800.00	0.00	800	5,400.00	0.00	5,400
TAX COLLECTIONS	495.02	0.00	495	13,896.86	10,169.44	3,727
VAULTS	870.00	940.00	(70)	6,670.00	4,995.00	1,675
CREMATION VAULTS	540.00	380.00	160	1,800.00	2,180.00	(380)
LINERS	3,530.00	2,700.00	830	14,210.00	14,045.00	165
GRAVE VASES	785.00	1,201.75	(417)	5,654.34	6,208.50	(554)
ENR SURCHARGE	4,900.00	4,980.00	(80)	19,490.00	23,150.00	(3,660)
LOT TRANSFERS	600.00	100.00	500	700.00	700.00	0
COUNTY INTEREST INCOME	0.00	0.00	0	6,113.71	843.62	5,270
DONATIONS & GRANTS	0.51	0.79	0	4.51	4.32	0
HANDLING FEE	10,175.00	8,315.00	1,860	43,950.00	44,075.00	(125)
PRENEED CONTRACT SERVICE CHG	100.00	600.00	(500)	2,300.00	5,100.00	(2,800)
VASE/HDSTN SET & CLEAN	4,270.00	5,845.00	(1,575)	21,845.00	23,735.00	(1,890)
TOTAL REVENUE	70,499.73	60,454.02	10,046	330,238.27	324,606.86	5,631
EXPENSES						
REGULAR SALARIES	31,501.61	21,079.00	10,423	164,289.16	104,807.44	59,482
BOT MEETING COMPENSATION	1,795.90	1,975.49	(180)	3,950.98	5,028.52	(1,078)
BOT CONFERENCES	0.00	0.00	0	700.00	2,175.00	(1,475)
BOT TRAVEL & EXPENSES	0.00	0.00	0	1,405.11	34.60	1,371
RETIREMENT/PENSION	1,859.02	1,444.84	414	10,219.64	7,879.33	2,340
FICA	2,054.64	1,419.57	635	10,381.85	6,760.79	3,621
MEDICARE	480.52	331.99	149	2,428.02	1,581.15	847
EMPLOYEE GROUP INSURANCE	7,341.02	4,886.24	2,455	29,034.34	24,443.93	4,590
RETIREE GROUP INSURANCE	421.36	383.20	38	2,107.00	1,915.69	191
UNEMPLOYMENT INSURANCE	77.22	106.68	(29)	169.89	271.55	(102)
WORKERS COMP INSURANCE	1,413.92	1,537.21	(123)	8,348.71	7,700.11	649
ELECTRICITY	6,500.90	6,409.64	91	39,583.65	39,912.38	(329)
TELEPHONE	596.97	618.37	(21)	3,729.19	3,381.83	347
WATER	5,064.12	3,464.08	1,600	19,234.40	15,896.01	3,338
COMMUNITY OUTREACH	750.00	0.00	750	2,000.15	0.00	2,000
VISA-MASTER CHG FEES	532.01	880.38	(348)	3,132.28	3,444.26	(312)
RETURNED CHECK	0.00	15.00	(15)	0.00	90.00	(90)
COUNTY SERVICE CHARGE	48.82	30.84	18	356.28	351.06	5
EDUCATION	0.00	0.00	0	0.00	121.40	(121)
GENERAL INSURANCE	2,849.45	2,430.47	419	14,247.25	12,152.35	2,095
LEGAL	0.00	3,142.00	(3,142)	0.00	3,142.00	(3,142)
LOT REPURCHASE	490.00	1,400.00	(910)	1,290.00	7,750.00	(6,460)
OFFICE EXPENSE	1,327.75	1,334.34	(7)	7,920.59	7,872.10	48
TRAVEL & CONVENTION	0.00	0.00	0	2,522.65	684.59	1,838
UNIFORMS & SAFETY EQUIPMENT	100.94	0.00	101	100.94	97.86	3
MTG EXP & SUPPLIES	12.60	0.00	13	337.41	192.71	145
ADVERTISING/PUBLICITY	0.00	181.10	(181)	269.70	1,211.63	(942)
MEMBERSHIP & DUES	250.00	0.00	250	725.00	5,552.16	(4,827)
CA EDUCATION & TRAINING (EDD)	1.80	1.98	0	3.96	5.04	(1)
AUTO TRUCK EXPENSE	445.01	2,216.84	(1,772)	445.01	2,716.60	(2,272)
LARGE EQUIPMENT REPAIRS	0.00	0.00	0	0.00	423.68	(424)
EQUIPMENT REPAIRS	0.00	0.00	0	0.00	31.53	(32)
IRRIGATION SYSTEM REPAIRS	165.54	109.29	56	2,445.59	532.76	1,913
FERTILIZER AND SEED	1,350.00	535.38	815	17,346.19	14,591.32	2,755
GASOLINE, OIL, TIRES	0.00	0.00	0	805.80	3,324.96	(2,519)
PLANT & BUILDING	1,790.13	1,581.34	209	9,673.04	8,312.68	1,360
TOOLS & SUPPLIES	66.56	993.71	(927)	2,584.25	1,601.36	983
GRAVE LINERS & VAULTS	6,664.22	881.25	5,783	30,258.44	19,002.67	11,256
GRAVE VASES	543.38	454.00	89	5,151.06	3,051.63	2,099
CONTRACT TREE/GARDEN MAINTNCE	24,700.00	24,700.00	0	98,800.00	98,588.62	211
SECURITY CAMERA EXPENSE	0.00	0.00	0	179.70	179.70	0
DMP GROUNDS SECURITY	825.00	825.00	0	4,125.00	4,125.00	0
COVID-19 EXPENSES	0.00	45.61	(46)	184.80	171.76	13
TOTAL EXPENSES	(102,020.41)	(85,414.84)	(16,606)	(500,487.03)	(421,109.76)	(79,377)
NET CHANGE FROM OPERATIONS	(31,520.68)	(24,960.82)	(6,560)	(170,248.76)	(96,502.90)	(73,746)
OTHER REVENUE & EXPENSE						
TOTAL OTHER REVENUE & EXPENSE	0.00	0.00	0	0.00	0.00	0
NET CHANGE	(31,520.68)	(24,960.82)	(6,560)	(170,248.76)	(96,502.90)	(73,746)

PALM SPRINGS CEMETERY DIST
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2023

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
OPEN AND CLOSE	35,930.00	26,819.00	9,111	150,395.00	321,828.00	(171,433)
MISC SPECIAL SET-UP	0.00	117.00	(117)	0.00	1,400.00	(1,400)
RETURNED CHECK BANK CHARGE	0.00	13.00	(13)	30.00	150.00	(120)
INTEREST RECEIVED	0.54	1.00	0	2.40	20.00	(18)
LAND LEASE	6,937.09	6,677.00	260	34,685.45	80,120.00	(45,435)
MISC INCOME	25.00	0.00	25	25.00	0.00	25
CREDIT CARD CONVEN FEE	541.57	833.00	(291)	3,066.00	10,000.00	(6,934)
SAT INTERMENT SURCHARGE	0.00	1,633.00	(1,633)	0.00	19,600.00	(19,600)
SUN INTERMENT SURCHARGE	0.00	733.00	(733)	0.00	8,800.00	(8,800)
WITNESS GRAVE CLOSING	800.00	625.00	175	5,400.00	7,500.00	(2,100)
TAX COLLECTIONS	495.02	0.00	495	13,896.86	484,240.00	(470,343)
VAULTS	870.00	1,274.00	(404)	6,670.00	15,284.00	(8,614)
CREMATION VAULTS	540.00	425.00	115	1,800.00	5,100.00	(3,300)
LINERS	3,530.00	2,321.00	1,209	14,210.00	27,855.00	(13,645)
GRAVE VASES	785.00	1,102.00	(317)	5,654.34	13,225.00	(7,571)
MEMORIAL WALL INCOME	0.00	25.00	(25)	0.00	300.00	(300)
ENR SURCHARGE	4,900.00	4,221.00	679	19,490.00	50,650.00	(31,160)
LOT TRANSFERS	600.00	83.00	517	700.00	1,000.00	(300)
COUNTY INTEREST INCOME	0.00	0.00	0	6,113.71	4,500.00	1,614
DONATIONS & GRANTS	0.51	0.00	1	4.51	0.00	5
HANDLING FEE	10,175.00	8,307.00	1,868	43,950.00	99,685.00	(55,735)
PRENEED CONTRACT SERVICE CHG	100.00	1,083.00	(983)	2,300.00	13,000.00	(10,700)
VASE/HDSTN SET & CLEAN	4,270.00	4,921.00	(651)	21,845.00	59,055.00	(37,210)
TOTAL REVENUE	70,499.73	61,213.00	9,287	330,238.27	1,223,312.00	(893,074)
REGULAR SALARIES	31,501.61	29,807.00	1,695	164,289.16	357,689.00	(193,400)
BOT MEETING COMPENSATION	1,795.90	1,347.00	449	3,950.98	13,469.00	(9,518)
BOT CONFERENCES	0.00	0.00	0	700.00	3,000.00	(2,300)
BOT TRAVEL & EXPENSES	0.00	0.00	0	1,405.11	3,000.00	(1,595)
TEMPORARY HELP	0.00	833.00	(833)	0.00	10,000.00	(10,000)
RETIREMENT/PENSION	1,859.02	2,087.00	(228)	10,219.64	25,038.00	(14,818)
FICA	2,054.64	1,671.00	384	10,381.85	20,052.00	(9,670)
MEDICARE	480.52	418.00	63	2,428.02	5,016.00	(2,588)
EMPLOYEE GROUP INSURANCE	7,341.02	7,245.00	96	29,034.34	86,940.00	(57,906)
RETIREE GROUP INSURANCE	421.36	462.00	(41)	2,107.00	5,545.00	(3,438)
UNEMPLOYMENT INSURANCE	77.22	90.00	(13)	169.89	3,395.00	(3,225)
WORKERS COMP INSURANCE	1,413.92	1,840.00	(426)	8,348.71	22,083.00	(13,734)
ELECTRICITY	6,500.90	5,613.00	888	39,583.65	67,350.00	(27,766)
TELEPHONE	596.97	770.00	(173)	3,729.19	9,243.00	(5,514)
WATER	5,064.12	3,311.00	1,753	19,234.40	39,728.00	(20,494)
CAPC CONFERENCE DONATIONS	0.00	0.00	0	0.00	200.00	(200)
COMMUNITY OUTREACH	750.00	83.00	667	2,000.15	1,000.00	1,000
VISA-MASTER CHG FEES	532.01	583.00	(51)	3,132.28	7,000.00	(3,868)
RETURNED CHECK	0.00	8.00	(8)	0.00	100.00	(100)
COUNTY SERVICE CHARGE	48.82	92.00	(43)	356.28	1,100.00	(744)
EDUCATION	0.00	33.00	(33)	0.00	400.00	(400)
GENERAL INSURANCE	2,849.45	2,850.00	(1)	14,247.25	34,200.00	(19,953)
LEGAL	0.00	1,250.00	(1,250)	0.00	15,000.00	(15,000)
LOT REPURCHASE	490.00	833.00	(343)	1,290.00	10,000.00	(8,710)
OFFICE EXPENSE	1,327.75	1,583.00	(255)	7,920.59	19,000.00	(11,079)
TRAVEL & CONVENTION	0.00	500.00	(500)	2,522.65	6,000.00	(3,477)
UNIFORMS & SAFETY EQUIPMENT	100.94	83.00	18	100.94	1,000.00	(899)
MTG EXP & SUPPLIES	12.60	125.00	(112)	337.41	1,500.00	(1,163)
AUDIT	0.00	0.00	0	0.00	8,500.00	(8,500)
ADVERTISING/PUBLICITY	0.00	375.00	(375)	269.70	4,500.00	(4,230)
MEMBERSHIP & DUES	250.00	583.00	(333)	725.00	7,000.00	(6,275)
CA EDUCATION & TRAINING (EDD)	1.80	0.00	2	3.96	0.00	4
AUTO TRUCK EXPENSE	445.01	417.00	28	445.01	5,000.00	(4,555)
LARGE EQUIPMENT REPAIRS	0.00	500.00	(500)	0.00	6,000.00	(6,000)
EQUIPMENT REPAIRS	0.00	250.00	(250)	0.00	3,000.00	(3,000)
IRRIGATION SYSTEM REPAIRS	165.54	583.00	(417)	2,445.59	7,000.00	(4,554)
FERTILIZER AND SEED	1,350.00	2,000.00	(650)	17,346.19	38,000.00	(20,654)
GASOLINE, OIL, TIRES	0.00	583.00	(583)	805.80	7,000.00	(6,194)
PLANT & BUILDING	1,790.13	1,667.00	123	9,673.04	20,000.00	(10,327)
ROAD MAINTENANCE	0.00	7,446.00	(7,446)	0.00	89,355.00	(89,355)
TOOLS & SUPPLIES	66.56	250.00	(183)	2,584.25	3,000.00	(416)
GRAVE LINERS & VAULTS	6,664.22	4,654.00	2,010	30,258.44	55,850.00	(25,592)
GRAVE VASES	543.38	709.00	(166)	5,151.06	8,510.00	(3,359)
CONTRACT TREE/GARDEN MAINTNCE	24,700.00	24,700.00	0	98,800.00	296,400.00	(197,600)
CONTRACT BURIALS	0.00	333.00	(333)	0.00	4,000.00	(4,000)
SECURITY CAMERA EXPENSE	0.00	83.00	(83)	179.70	1,000.00	(820)
DMP GROUNDS SECURITY	825.00	825.00	0	4,125.00	9,900.00	(5,775)
COVID-19 EXPENSES	0.00	0.00	0	184.80	0.00	185
TOTAL EXPENSES	102,020.41	109,475.00	(7,455)	500,487.03	1,342,063.00	(841,576)
NET CHANGE FROM OPERATIONS	(31,520.68)	(48,262.00)	16,741	(170,248.76)	(118,751.00)	(51,498)
OTHER REVENUE & EXPENSE						
RESERVES TRANSFERRED IN	0.00	11,563.00	(11,563)	0.00	138,751.00	(138,751)
OTHER EXPENSE APPROP CONTING	0.00	(1,667.00)	1,667	0.00	(20,000.00)	20,000
NET CHANGE	(31,520.68)	(38,366.00)	6,845	(170,248.76)	0.00	(170,249)

**ACCUMULATIVE CAPITAL OUTLAY
INCOME STATEMENT
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2023**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
BURIAL RIGHT SALES	15,950.00	26,125.00	(10,175.00)	132,210.00	130,670.00	1,540.00
CURRENT INTEREST & DIVIDENDS	0.00	1,765.98	(1,765.98)	1,559.16	11,512.72	(9,953.56)
COUNTY INTEREST INCOME	0.00	177.58	(177.58)	12,124.33	2,232.67	9,891.66
GAIN/LOSS INVESTMENT FMV	0.00	1,309.33	(1,309.33)	1,974.65	(26,370.43)	28,345.08
TOTAL REVENUE	15,950.00	29,377.89	(13,427.89)	147,868.14	118,044.96	29,823.18
	15,950.00	29,377.89	(13,427.89)	147,868.14	118,044.96	29,823.18
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	1,326.08	2,527.50	(1,201.42)
COUNTY SERVICE CHARGE	21.02	20.85	0.17	21.02	20.85	0.17
TOTAL EXPENSES	(21.02)	(20.85)	(0.17)	(1,347.10)	(2,548.35)	1,201.25
NET CHANGE FROM OPERATIONS	15,928.98	29,357.04	(13,428.06)	146,521.04	115,496.61	31,024.43
OTHER REVENUE & EXPENSE						
REVENUE TRANSFERRED IN	18,100.00	0.00	18,100.00	36,035.00	12,050.00	23,985.00
TOTAL OTHER REVENUE & EXPENSE	18,100.00	0.00	18,100.00	36,035.00	12,050.00	23,985.00
NET CHANGE	34,028.98	29,357.04	4,671.94	182,556.04	127,546.61	55,009.43

**ENDOWMENT CARE FUND
INCOME STATEMENT
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2023**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
WMC ENDOWMENT CARE	0.00	60.00	(60.00)	0.00	120.00	(120.00)
ENDOWMENT CARE DEPOSITS	9,486.00	21,884.00	(12,398.00)	80,893.00	117,783.81	(36,890.81)
CURRENT INTEREST & DIVIDENDS	0.00	10,883.07	(10,883.07)	16,885.32	24,997.92	(8,112.60)
COUNTY INTEREST INCOME	0.00	158.07	(158.07)	1,782.69	2,006.44	(223.75)
GAIN/LOSS INVESTMENT FMV	0.00	18,145.40	(18,145.40)	17,171.72	(114,805.47)	131,977.19
TOTAL REVENUE	<u>9,486.00</u>	<u>51,130.54</u>	<u>(41,644.54)</u>	<u>116,732.73</u>	<u>30,102.70</u>	<u>86,630.03</u>
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	6,832.32	13,937.97	(7,105.65)
TOTAL EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,832.32</u>	<u>13,937.97</u>	<u>(7,105.65)</u>
NET CHANGE	<u><u>9,486.00</u></u>	<u><u>51,130.54</u></u>	<u><u>(41,644.54)</u></u>	<u><u>109,900.41</u></u>	<u><u>16,164.73</u></u>	<u><u>93,735.68</u></u>

**PRENEED FUND
INCOME STATEMENT
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2023**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
CURRENT SALES	9,492.06	19,229.36	(9,737.30)	75,227.21	123,334.38	(48,107.17)
CURRENT DEFERRED REVENUE	5,772.12	9,065.99	(3,293.87)	36,740.14	68,043.17	(31,303.03)
CURRENT INTEREST & DIVIDENDS	0.00	2,346.30	(2,346.30)	6,637.06	17,252.14	(10,615.08)
COUNTY INTEREST INCOME	0.00	124.02	(124.02)	3,841.98	1,577.73	2,264.25
GAIN/LOSS INVESTMENTS FMV	0.00	8,086.76	(8,086.76)	5,076.97	(38,469.09)	43,546.06
TOTAL REVENUE	15,264.18	38,852.43	(23,588.25)	127,523.36	171,738.33	(44,214.97)
EXPENSES						
INVESTMENT FEES	0.00	0.00	0.00	2,739.27	4,894.33	(2,155.06)
COUNTY SERVICE CHARGES	0.34	0.34	0.00	0.34	0.34	0.00
LOSS ON TRANSFER (INTER COSTS)	1,757.10	0.00	1,757.10	3,510.73	1,314.27	2,196.46
SALES TRANSFR OUT (PRIOR YR)	19,850.00	0.00	19,850.00	37,785.00	12,050.00	25,735.00
TOTAL EXPENSES	21,607.44	0.34	21,607.10	44,035.34	18,258.94	25,776.40
NET CHANGE	(6,343.26)	38,852.09	(45,195.35)	83,488.02	153,479.39	(69,991.37)

Conference Agenda

Thursday, March 14, 2024

***Breakfast is on your own:** See attached suggestions

- 8:00 a.m. Exhibitor's set-up displays
- 8:00 a.m. **Annual Golf Tournament - Riverwalk Golf Club**
- 4:30-7:00 p.m. Registration Desk Open
- 5:30-7:00 p.m. Hospitality in Exhibitor's Showroom

Friday, March 15, 2024

***Breakfast is on your own:** See attached suggestions

- 7:15 a.m. Registration Desk Opens
- 8:00 a.m. Call To Order - Pledge of Allegiance
Welcome/Program Introductions
- 8:15 a.m. Featured Cemetery - Coachella Valley Cemetery District
Presented by: Josh Bonner, District Manager
- 8:30 a.m. Heat-Illness-Prevention Training,
Presented by: GSRMA
- 10:00 a.m. Break: Visit Exhibits
- 11:00 a.m. Know your Legislators, *Presented by:* CSDA
- 12:00 Noon Lunch: Exhibitors Introduction
"Mel Lewis Memorial Award" &
"Honorary Membership Award"
- 1:35 p.m. Donation Drawing
- 1:45 p.m. Ethics Training AB1234, *Presented by:*
Anne Branham, Attorney, Best Best & Krieger
- 3:30 p.m. Adjourn - Visit Exhibits
- 4:00-5:30 p.m. Board of Directors Meeting - Observers Welcome
- 6:00 p.m. Dinner/Trivia/Door Prizes

Saturday, March 16, 2024

***Breakfast is on your own:** See attached suggestions

- 7:15 a.m. Registration Desk Opens
- 8:00 a.m. Separate Breakout Sessions:
Trustees/Managers/Secretaries
- 10:00 a.m. Break: Visit Exhibits
- 10:50 a.m. Exhibitor's Drawing
- 11:00 a.m. Combined Breakout Session:
- 12:00 Noon Lunch
- 1:20 p.m. Donation Drawing
- 1:30 p.m. Annual Meeting - Board of Directors Election
- 2:30 p.m. Work Place Violence, *Presented by:*
Al Owens, Retired Escondido Police Lieutenant
- 3:30 p.m. Adjourn "Grand Prize Drawing"
- 4:00 p.m. Board of Directors Meeting-Election of Officers
- 6:00 p.m. Annual Awards Dinner
Door Prizes

CONFERENCE LOCATION

Double Tree by Hilton
San Diego Mission Valley

Make your hotel reservations with the Double Tree Hotel.
The hotel is charging CAPC guests \$231.24 (Tax included) up to double occupancy per guestroom.

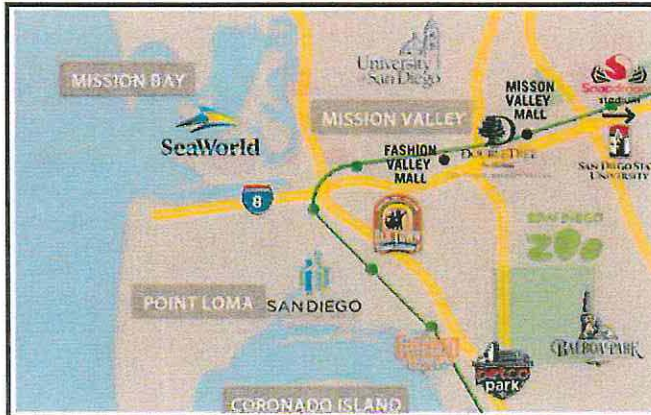
For Reservations call (800) 222-8733 use code CAP
or go online to:
<https://book.passkey.com/go/CAPC2024AnnualConference>

The hotel is holding a block of rooms for us until
Wednesday, February 14, 2024

Hotel check-in time is 4:00 p.m./check-out time is 12:00 p.m.
Hotel room rate includes standard guestroom Wi-Fi.
Self Parking is \$ 28.80 per night.

For additional information call the CAPC office at:
(951) 925-1111 or toll free (888) 344-9858.

**MAKE YOUR HOTEL
RESERVATIONS TODAY!**



California Association
of
Public Cemeteries



66th
Annual Conference

March 14 - 16, 2024

Double Tree by Hilton
San Diego Mission Valley
7450 Hazard Center Drive
San Diego, CA 92108

**CALIFORNIA ASSOCIATION OF PUBLIC CEMETERIES
66th ANNUAL CONFERENCE
March 14th-16th, 2024
REGISTRATION**

Name _____ Position _____

Guest Name _____

District _____

Address _____

City/State/Zip _____

First time attendee at CAPC event, Yes ___ No ___

Please complete separate registration for each attendee and return with payment no later than Friday, February 16, 2024. Refunds will only be made on cancellations received in the CAPC office by February 16, 2024.

Member Registration Fee (For One Person): \$ 554.00

Includes:

- Thursday Evening Hospitality
- Friday Lunch (Buffet)
- Friday Dinner (Plated)
(Special Need: ___ Vegetarian Dinner)
- Saturday Lunch (Buffet)
- Saturday Awards Dinner (Plated)
(Special Need: ___ Vegetarian Dinner)

_____ Guest Friday Buffet Lunch @ \$ 84.00 each \$ _____

Spanish Landing: Mixed Greens, Salad, Dressing, Spiced Chicken Asado, Beef Fajitas, Beans, Rice, Salsa, Corn Tortillas, Churros and Dulce de Leche Cake

_____ Guest Friday Plated Dinner @ \$ 91.00 each \$ _____

(Special Need: ___ Vegetarian Dinner)
Alfredo Chicken Penne Pasta, Bread Rolls, House Salad, Chocolate Cake

_____ Guest Saturday Buffet Lunch @ \$ 80.00 each \$ _____

The Sandwich Board: Mixed Greens, White Bean Salad, Dressing, Deli Meats, Sliced Cheeses, Grilled Veggies, Sliced Breads, Potato Chips, Lemon Bars & Brownies

_____ Guest Saturday Awards Plated Dinner @ \$ 89.00 each \$ _____

(Special Need: ___ Vegetarian Dinner)
Chicken Curry, Roasted Potatoes, Grilled Veggies, Rice, Bread Rolls, House Salad, Chocolate Cake

Hospitality Co-Sponsor (Optional) \$ _____

\$ 50.00 to \$ 99.00 Silver

\$ 100.00 to \$ 199.00 Gold

\$ 200.00 and up Platinum

Total Enclosed: \$ _____

Send completed registration and check to:

California Association of Public Cemeteries

P.O. Box 119

San Jacinto, CA 92581

Phone: 951-925-1111

Toll Free (CA): 888-344-9858

Fax: 951-652-3643

No refunds for cancellations received after February 16, 2024.
Applications from CAPC member districts are being accepted until
January 19, 2024 for Scholarships to attend the conference. Contact CAPC.

CAPC CONFERENCE HIGHLIGHTS

Who should attend: Trustees, Managers, Secretaries and employees interested in increasing their knowledge of public cemetery district governance, operation and administration **AND MUCH MORE.**

- **Heat-Illness-Prevention Training:**
Participants will learn about risks for heat illness, the types of heat illness along with their signs and symptoms, how to care for victims of heat illness and Cal OSHA's Heat Illness standard.
- **Know your Legislators:**
 - How to find out who your district legislators are.
 - How to get to know them.
 - Why is it important to know your legislators.
 - How do cemetery districts get involved with legislation.
 - How to follow bills that pertain to cemeteries or special districts.
 - What is CSDA Legislative Days all about.
 - Updates on current bills that effect cemeteries.
- **Ethics Training AB1234:** Anne Branham, presents training required for Trustees & designated Staff Members.
- **Work Place Violence:** Violence at the workplace is a major cause of injury at the workplace. It is estimated that two million incidents of workplace violence occur each year in the United States. In many cases workplace violence is predictable and often if it is predictable, it is preventable. This course will teach you how to predict violent and disruptive behavior. The course will also teach you how to remain calm and de-escalate situations to prevent them from reaching the level of physical violence. The course will emphasize situational awareness and the importance of reporting any incident no matter how minor or any physical violence, threats of physical violence, verbal threats, and written threats. This course will empower your employees to make the correct decisions in difficult situations.
- **Problem Solving:** Trustees, Managers/Secretaries: **1st two hours are separate breakout sessions and then the last hour is combined.** These sessions will provide the opportunity to share information and ask questions about problems that are common to other districts.
- **Exhibitors of Cemetery:** Equipment, supplies, computer programs, liability/property & workers' compensation insurance and much more.
- **Door Prizes:** Traditionally, Districts bring door prizes that are distributed to attendees at the evening events. **Grand Door Prize:** A drawing will be held at the end of the conference, Saturday afternoon. You have to be present to win.

Special Events:

Thursday, March 14, 2024:

- **CAPC Annual Golf Tournament: Riverwalk Golf Club**
- **Hospitality:** Don't miss the Thursday evening Exhibitor's Hospitality from 5:30 - 7:00 p.m. Co-Sponsored by CAPC, Participating Districts and Exhibitors. There will be a tempting variety of hors d'oeuvres and fellowship with other cemeterians from districts throughout the state.
 - Districts and Exhibitors are encouraged to help make this another successful event. All co-sponsors funds collected will be used for the Thursday evening Exhibitor's Hospitality.
- **Recognition for Hospitality Co-Sponsors:**
 - \$ 50.00 to \$ 99.00 Silver
 - \$ 100.00 to \$ 199.00 Gold
 - Over \$ 199.00 Platinum

Friday, March 15, 2024:

Join us for a fun Friday night!
Dinner
Trivia
Door Prizes

Saturday, March 16, 2024: Saturday evening will be our Annual Awards Dinner which will include announcing the selection of the Presidents' Award, Trustee & Manager of the Year, Cemeterian of the Year and Ruben Siemens-Wayne Byington Memorial Award.

“Donated Door Prizes

are encouraged and appreciated”

Drawings for door prizes donated by Districts and Exhibitors will be held at Friday and Saturday evening events.

California Association of Public Cemeteries

Annual Golf Tournament

LOCATION: Riverwalk Golf Club
1150 Fashion Valley Road
San Diego, CA 92108
(619) 296-4653

DATE: Thursday, March 14, 2024

TIME: 8:00 AM (1st Tee Time)

It is time for all CAPC golfers to get ready for your yearly golf outing. We will be playing on the beautiful golf course in San Diego known as the Riverwalk Golf Club.

**The cost for green fees and a shared cart is \$ 90.00 per person.
All money must be received by Friday, February 16, 2024.**

Please fill out the registration form and make checks payable to:
California Association of Public Cemeteries
P.O. Box 119
San Jacinto, CA 92581
(888) 344-9858
Fax: (951) 652-3643

Notes:

This course is very busy and is adamant about an accurate head count. We will not be able to add players at the last minute, so if you are interested in playing, please be prompt with your registration. This course requires proper golf attire – collared shirt and no short shorts. Also please note that soft spikes are required.

(Please cut and enclose with check)

CAPC Golf Tournament – March 14, 2024 at the **Riverwalk Golf Club**

_____ Golf @ \$ 90.00 Each

Total enclosed: _____

Golfers Name (s) and Cell Phone #:

Cemetery District or Vendor

Please note any golfers you would like to have included in your foursome (no guarantees).

California Association of Public Cemeteries

Trustee of the Year Award

Manager of the Year Award

Nominations are being accepted by the CAPC Awards Committee for selection of the "Trustee and Manager of the Year" for 2024.

Trustee of the Year

This award will be given to a trustee who has been nominated by his/her district for exceptional performance on behalf of the cemetery district. A committee appointed by the president will select the winning recipient.

Areas to be considered for the award are:

- Commitment of time and energy to working with others to improve and enhance their district.
- Developed new approaches, methods and systems to improve organizational effectiveness.
- Demonstrated imagination and creativity in finding solutions to problems and fostered changes that have benefitted their district.
- Developed a plan to achieve excellence within their district.

The nominee shall have served on a board of a public cemetery district for not less than four (4) years or one (1) full term, and is currently serving as a Trustee or recently retired within the past 12 months.

Any CAPC member district may submit a nominee from their district for consideration by the Awards Committee.

Manager of the Year

This award will be given to a manager who has been nominated by his/her district for innovative costs savings, beautification of the cemetery, etc.... A committee appointed by the president will select the winning recipient.

Areas to be considered for the award are:

- A manager who has gone above their job description to understand and meet the immediate as well as underlying needs of their district.
- Act as role model, displaying a positive and professional image at all times.
- Does whatever it takes to accomplish a task.
- Demonstrates a commitment to providing a positive, supportive and welcoming environment, bringing out the best in other individuals recognizing the potential in every employee.
- An individual that understands the financial concerns of their cemetery district and continually has ideas to keep expenses down, and at the same time allow their district to continue to improve, grow and expand.

The nominee shall have served as a district manager for not less than two (2) years, and is currently serving as a Manager or recently retired within the past 12 month.

Any CAPC member district may submit a nominee from their district for consideration by the Awards Committee.

Nominations and supporting material must be received by the CAPC office no later than January 5, 2024.