

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

Thursday, June 8, 2023 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].

**FACE MASKS COVERING YOUR MOUTH AND NOSE ARE REQUIRED
AND MUST BE WORN INSIDE THE DISTRICT OFFICE**

The Public May Also Observe the Meeting and Offer Public Comment Remotely

If you would like to participate in this Board Meeting via teleconference, 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 May 11, 2023 Meeting Minutes

5. CONSENT CALENDAR - continued

- b. Approval of May Expenditures
 - General Fund \$ 84,661.35
 - May Reimburse Voucher 1774 \$ 30,214.96
 - May Reimburse Voucher 1775 \$ 54,446.39

 - Accumulative Capital Outlay \$.00
 - May Reimburse Voucher 1776 \$ 21,727.43
(JD Gator Utility Vehicle – June Delivery)

 - Pet Memorial Park Cemetery \$.00
 - Total May 31, 2023 Expenditures Checks & Visa/Debit Card
24550-24585 & Direct Deposits (Payroll) \$ 84,661.35
- c. Financial Reports as of May 31, 2023 (F-1 thru F-5A)

6. ADMINISTRATIVE CALENDAR

- a. Discussion – PSCD Vacant Board Seat
- b. Authorized Signature List for Riverside County
- c. Review for Discussion and Approval – Allocation of Funds for 2023-2024 Development Projects
- d. Review for Discussion and Approval – 2023-2026 Future Development Projects
- e. Review for Discussion and Approval – 2023-2024 Schedules of Charges
- f. Review for Discussion and Approval – 2023-2024 Proposed Budget
- g. CSDA Annual Conference & Exhibitor Showcase – August 28-31, 2023 in Monterey, CA
- h. District Manager Employment Agreement – Increase in Annual Compensation
 - 1. Staff Report

7. LEGISLATIVE CALENDAR

- a. Resolution 6-2023, Transfer Interment Rights & Costs from PN to ACO & GF
- b. Resolution 7-2023, 2023-2024 Budget Adoption

8. TRUSTEE AND ATTORNEY SIGNATURES

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEES

12. REPORTS

- a. Trustees
- b. District Manager
 - 1. Strategic Barometer – No Updates and Nothing to Report
 - 2. Memorial Day Posting of Veteran Flags by Scouts BSA Troop 262 at Desert Memorial Park - Update

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

14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE

- a. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Counsel

15. CLOSED SESSION ANNOUNCEMENT

16. OPEN SESSION

17. ADJOURNMENT

**THIS AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M.,
MONDAY, June 5, 2023**

Kathleen Jurasky, District Manager

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

DATE: May 11, 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 2:00 P.M.

2. **ROLL CALL**

Present: Jan M. Pye, Chairperson
William G. Kleindienst, Vice Chairperson
Lynn T. Mallotto, Treasurer (arrived at 3:41pm)
LaFaye M. Platter, Secretary
Michael V. Smith, Member

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

Motion was made by Trustee Kleindienst, seconded by Trustee Platter to excuse Trustee Mallotto. Motion carried 4-0 vote.

3. **PUBLIC COMMENTS** – None

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

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

Trustee Pye called for a break at 2:24 P.M to allow District Manager Jurasky to address Brad Anderson at the office door because he refused staff request of him to wear a face mask to enter the office. District Manager Jurasky returned and reported Mr. Anderson again refused to wear a mask and walked away. Trustee Pye called the meeting to order at 2:37 P.M.

Trustee Pye called for another break at 2:41 P.M to allow District Manager Jurasky to address Brad Anderson again. District Manager Jurasky returned and reported Mr. Anderson requested a copy of the District's policy requiring a face mask to enter the office. She further reported a copy of the policy was given to him. Trustee Pye called the meeting to order at 2:45 P.M.

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

Statement balances, Market Value vs Value at Maturity: He explained the statements continue to show unrealized losses. Bond prices and yields are inversely related. As the rates increase, the bonds in the portfolio decrease in value. This is until they mature, at which time their principal is paid back in full.

6. ADMINISTRATIVE CALENDAR - continued

Maturity Schedule: Schedule shows cash now, and noted the dollar amounts and maturity years through 2027.
Current Rate of Return: Showing 46% of portfolios earning more than 3%, 27% earning more than 4%.
Summary: He stated as the current Treasuries and CDs in the portfolios began to mature, the goal, as always, is to replace them with higher yielding investments. He said this will generate considerably more income for the District going forward. The investment report was received and filed.

b. Western Riverside Council of Governments (WRCOG) Annual General Assembly & Leadership Conference 4:00 P.M., Thursday, June 29, 2023 at Pechanga Resort Casino in Temecula, CA Following a discussion the Board approved Trustees and District Manager Jurasky attending the WRCOG Annual General Assembly & Leadership Conference. This approval is to include all necessary expenses. Motion carried, roll call 4-0, Kleindienst, Platter, Pye and Smith.

c. Review for Discussion and Possible Approval Cremation Niches – Welwood Murray Cemetery District Manager Jurasky reported she is working with Mark Heddy, KMI Columbaria for additional designs and pricing. She stated when designs and cost have been reviewed and approved by the Board, she will contact Ken Lyons with the City of Palm Spring to find out the approach for discussions with the Palm Springs Historic Site Preservation Board.

d. East 40 Acres Lease Agreement – Update No Action Taken

7. LEGISLATIVE – None

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

9. BOARD DEVELOPMENT – Accountability and Transparency No action taken

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEE REPORTS – None

12. REPORTS **a. Trustee Report** – Trustee Kleindienst announced his resignation from the board. He stated his permanent residence is now in Idyllwild, and his is no longer a resident in the district. He expressed his regrets, stating he has enjoyed being a board member, and working with the Trustees and staff. He said he is truly going to miss everyone and serving on the board.

b. District Manager District Manager Jurasky

1. PSCD Strategic Barometer Dashboard and Strategic Barometer – Nothing to Report -No changes

District Manager reported she was contacted by and had a meeting with the past Day of the Dead committee who want to bring back the event. She stated she is willing to assist with the event by sharing all information related to the event, contacts and collateral materials. However, she will not be the lead, and wants to hand the event over to someone else to fund raise and produce. She stated everyone in attendance understood and agreed. She reported the Day of the Dead event currently scheduled for Saturday, October 28, 2023 from 11:00 A.M. – 3:00 P.M.

- 13. **FUTURE AGENDA ITEMS** a. **Discussion in 2022/2023 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

14. **CLOSED SESSION - READING OF THE SAFE HARBOR** Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 3:05P.M.

Trustee Mallotto arrived

- a. Conference with Labor Negotiator (Government Code § 54954.5) District’s Designated Labor Negotiator: Steven B. Quintanilla, General Counsel
 Unrepresented Employee: District Manager
- b. **Conference with Legal Counsel – Regarding Potential Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): (One Potential Case)**

Trustee Kleindienst left the meeting

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

15. **CLOSED SESSION ANNOUNCEMENT** Returned to open session at 4:12 P.M No Reportable Action

16. **OPEN SESSION** a. **District Manager Employment Agreement Salary, Compensation and other Terms** No Action Taken

17. **ADJOURNMENT** Meeting was adjourned by Trustee Pye at 4:12 P.M. The next regular board meeting scheduled for 2:00 P.M., Thursday, June 8, 2023.

DATE: _____

LaFaye M. Platter, Secretary

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From May 1, 2023 to May 31, 2023

Date	Check #	Line Description	Debit Amount	Credit Amount
5/2/23	24550	MAY 2023 PSCD EMPLOYEE DENTAL INSURANCE EXPEN STANDARD INSURANCE COMPANY RB	445.48	445.48
5/2/23	24551	INV 19136006 - IRRIGATION SYSTEM REPAIR SUPPLIES EWING IRRIGATION PRODUCTS, INC	340.35	340.35
5/2/23	24552	INV 2305133 - SECURITY PATROL FOR MAY 2023 MAXWELL SECURITY SERVICES, INC	825.00	825.00
5/2/23	24553	DISTRICT MANAGER CELL PHONE FOR 4/20/23 TO 5/19/23 AT & T MOBILITY	191.54	191.54
5/2/23	24554	APR 2023 SERVICE ON AMERICAS PLAZA FOUNTAIN ELOY'S POOL SERVICE & REPAIRS	80.00	80.00
5/5/23	24555	IN054000 - (4) #5 VAULTS; (4) #5 LINERS MATTHEWS INTERNATIONAL CORP	2,395.00	2,395.00
5/5/23	24556	INV 69889 - (12) GRAY VASES ASCO PACIFIC, INC.	521.63	521.63
5/11/23	24557	INV 248308 - LANDSCAPE MAINTENANCE FOR APR 2023 NISSHO OF CALIFORNIA, INC	24,700.00	24,700.00
5/11/23	24558	332245-850914 - WELL REPLENISHMENT FOR APR 2023 COACHELLA VALLEY WATER DIST	4,448.45	4,448.45
5/11/23	24559	INV 5615 - FERTIGATION SERVICE FOR APR 2023 ECOFERT, INC	1,350.00	1,350.00
5/11/23	24560	INV-23-426437 PERMIT 16-056045 - FOR 2023 CATHEDRAL CITY POLICE DEPARTMENT	30.00	30.00
5/11/23	24561	REFUND SPECIAL SETUP FOR HARVEY TRACKMAN RECEIPT 42245 CREDIT CARD FEE IS NON-REFUNDABLE LISA COTINI	225.00	225.00
5/15/23	24562	REPURCHASE INTERMENT RIGHT SECTION A-37 #150 ENDOWMENT CARE IS NON-REFUNDABLE LENNY PEPPER	800.00	800.00
5/15/23	24563	INV W53617 - GAS TANK ANNUAL TESTING AND REPAIRS WESTERN PUMP INC	1,615.01	1,615.01
5/18/23	24564	REFUND PAYMENT TO WITNESS INTERMENT OF ELLEN RECEIPT 42314 WENDY CASSIDY DORFMAN	100.00	100.00
5/23/23	24565	REFUND HEADSTONE CLEANING FEE - RECEIPT 41928 FOR JOHN E BERG C-14 #97 VERONICA BERG	65.00	65.00
5/23/23	24566	IT0000005609 - PS FINANCIALS FOR APR 2023 DATA VPN FOR APR 2023 RIVERSIDE COUNTY INFORMATION TECHNOLOGY	89.32 4.66	93.98
5/23/23	24567	INV 69956 - (12) WHITE & (12) GOLD CREMATION VAULT ASCO PACIFIC, INC.	1,844.44	1,844.44

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From May 1, 2023 to May 31, 2023

Date	Check #	Line Description	Debit Amount	Credit Amount
5/23/23	24568	INV 19390202 - IRRIGATION SYSTEM REPAIR SUPPLIES INV 19390663 - REFUND OF 11.64 EWING IRRIGATION PRODUCTS, INC	130.50	130.50
5/23/23	24569	IN852546 - KYOCERA COPIER FOR 5/16/23 TO 6/15/23 AIS	249.72	249.72
5/23/23	24570	INV 205961 - SEMI-ANNUAL FLOWERS CAMERON NURSERY, LLC	356.43	356.43
5/23/23	24571	INV 5031059 - COURIER SERVICE FOR 05/08/23 GLS US	26.07	26.07
5/24/23	24572	CSDA LEGISLATIVE DAYS, SACRAMENTO - MAY 2023 BA KATHLEEN JURASKY	30.00	30.00
5/24/23	24573	GROUNDS SUPERVISOR CELL PHONE FOR 5/20/23 - 6/19/2 T-MOBILE	125.59	125.59
5/30/23	24574	DISTRICT MANAGER CELL PHONE FOR 5/20/23 - 6/19/23 AT & T MOBILITY	188.31	188.31
5/30/23	24575	INV 499258 - CUSTOMER 508 - MONITORING SERVICES F INV 449379 - CUSTOMER 507 - MONITORING SERVICE FO INV 448724 - CUSTOMER 13411 - MONITORING SERVICE F DESERT ALARM INC	89.85 89.85 119.97	299.67
5/30/23	24576	INV 0108167-IN - IRRIGATION SYSTEM REPAIR SUPPLIES SPORTS TURF IRRIGATION	994.90	994.90
5/30/23	24577	MAY 2023 SERVICE ON AMERICAS PLAZA FOUNTAIN ELOY'S POOL SERVICE & REPAIRS	80.00	80.00
5/30/23	24578	JUN 2023 PSCD EMPLOYEE DENTAL INSURANCE EXPENS STANDARD INSURANCE COMPANY RB	445.48	445.48
5/30/23	24579	JUN 2023 PSCD EMPLOYEE VISION INSURANCE EXPENSE METLIFE GROUP BENEFITS	49.90	49.90
5/30/23	24580	JUN 2023 PSCD EMPLOYEE LIFE INSURANCE EXPENSE STANDARD INSURANCE COMPANY RQ	53.17	53.17
5/30/23	24581	K JURASKY EXTRA HEALTH INSURANCE FOR MAY 2023 COLONIAL LIFE	203.78	203.78
5/31/23	24582	MAY 2023 PSCD EMPLOYEE RETIREMENT EXPENSE - K J MAY 2023 EMPLOYEE 402B PAYABLE - K JURASKY INVESCO INVESTMENT SERVICES, INC	624.88 2,219.78	2,844.66
5/31/23	24583	MAY 2023 PSCD EMPLOYEE RETIREMENT EXPENSE - E A FRANKLIN - TEMPLETON	288.53	288.53
5/31/23	24584	MAY 2023 PSCD EMPLOYEE RETIREMENT EXPENSE - S L FRANKLIN - TEMPLETON	257.60	257.60
5/31/23	24585	MAY 2023 PSCD EMPLOYEE RETIREMENT EXPENSE - S V FRANKLIN - TEMPLETON	280.14	280.14

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From May 1, 2023 to May 31, 2023

Date	Check #	Line Description	Debit Amount	Credit Amount
5/16/23	ALPINE LI	CSDA LEGISLATIVE DAYS, SACRAMENTO MAY 2023 - TR KJ COMPANY DEBIT CARD	50.50	50.50
5/15/23	BANGKOK	CSDA LEGISLATIVE DAYS, SACRAMENTO MAY 2023 - BA KJ COMPANY DEBIT CARD	34.25	34.25
5/12/23	BURRTEC	TRASH SERVICE FOR MAY 2023 BURRTEC WASTE & RECYCLING SVCS	571.33	571.33
5/9/23	CALPERS	MAY 2023 PSCD EMPLOYEE HEALTH INSURANCE EXPEN MAY 2023 PSCD RETIREE HEALTH INSURANCE EXPENSE MAY 2023 EMPLOYEE PORTION OF HEALTH INSURANCE CALPERS	4,704.39 421.41 389.16	5,514.96
5/15/23	CVWD	559833-884768 - ADMIN BUILDING FOR MAY 2023 180819-512108 - BUSINESS FOR MAY 2023 559831-884770 - FIRE PROTECTION COACHELLA VALLEY WATER DISTRICT	36.61 24.71 86.99	148.31
5/10/23	DWA	WMC USAGE FOR MAY 2023 DESERT WATER	525.91	525.91
5/5/23	EDD_TAX	SIT P/R 04/20/2023 TO 05/03/2023 PAID 05/05/2023 SDI P/R 04/20/2023 TO 05/03/2023 PAID 05/05/2023 EMPLOYMENT DEVELOPMENT DEPT	231.31 107.53	338.84
5/19/23	EDD_TAX	SIT P/R 05/04/2023 TO 05/17/2023 PAID 05/19/2023 SDI P/R 05/04/2023 TO 05/17/2023 PAID 05/19/2023 EMPLOYMENT DEVELOPMENT DEPT	212.82 111.68	324.50
5/5/23	EDD_TAXa	CA EDU & TRAINING P/R 04/20/2023 TO 05/03/2023 PAID 05 SDI P/R 04/20/2023 TO 05/03/2023 PAID 05/05/2023 EMPLOYMENT DEVELOPMENT DEPT	1.52 65.36	66.88
5/19/23	EDD_TAXa	CA EDU & TRAINING P/R 05/04/2023 TO 05/17/2023 PAID 05 SUI P/R 05/04/2023 TO 05/17/2023 PAID 05/19/2023 EMPLOYMENT DEVELOPMENT DEPT	0.94 40.59	41.53
5/26/23	EDISON	8000493032 ADMIN BUILDING FOR 04/11/23 TO 05/09/23 8001545238 DAYALL GATE FOR 04/12/23 TO 05/10/23 8002601833 WELL #4 FOR 04/10/23 TO 05/08/23 8003526191 WELL #2 FOR 04/12/23 TO 05/10/23 8004476833 WMC FOR 04/12/23 TO 05/10/23 8004476833 DESERT COMMUNITY ENERGY SO CAL EDISON	631.60 27.81 4,126.08 219.38 14.63 0.54	5,020.04
5/5/23	EXPRESS_	FIT P/R 04/20/2023 TO 05/03/2023 PAID 05/05/2023 SOCIAL SECURITY P/R 04/20/2023 TO 05/03/2023 PAID 05/0 MEDICARE P/R 04/20/2023 TO 05/03/2023 PAID 05/05/2023 BANK OF AMERICA	919.98 1,481.57 346.51	2,748.06
5/19/23	EXPRESS_	FIT P/R 05/04/2023 TO 05/17/2023 PAID 05/19/2023 SOCIAL SECURITY P/R 05/04/2023 TO 05/17/2023 PAID 05/1 MEDICARE P/R 05/04/2023 TO 05/17/2023 PAID 05/19/2023 BANK OF AMERICA	868.63 1,538.87 359.90	2,767.40
5/5/23	FEES	P/R 04/20/2023 TO 05/03/2023 PAID 05/05/2023 CBIZ PAYROLL	83.04	83.04

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From May 1, 2023 to May 31, 2023

Date	Check #	Line Description	Debit Amount	Credit Amount
5/19/23	FEES	P/R 05/04/2023 TO 05/17/2023 PAID 05/19/2023 CBIZ PAYROLL	102.08	102.08
5/23/23	FRONTIE	OFFICE PHONES FOR PERIOD 05/07/23 TO 06/06/23 FRONTIER	445.16	445.16
5/11/23	HOME DE	HOME DEPOT - GOPHER BAIT EA COMPANY DEBIT CARD	65.48	65.48
5/8/23	ICLOUD	ICLOUD+ WITH 200 GB OF STORAGE KJ COMPANY DEBIT CARD	2.99	2.99
5/11/23	LESLIES	LESLIE'S - MIRACID CLEANER FOR HEADSTONES EA COMPANY DEBIT CARD	33.71	33.71
5/2/23	ONE RING	INV000000674963 - MAY 2023 OFFICE WI FI ONE RING NETWORKS	200.00	200.00
5/17/23	SHERATO	SHERATON -CSDA LEGISLATIVE DAYS, SACRAMENTO M KJ COMPANY DEBIT CARD	505.92	505.92
5/3/23	STAPLES	STAPLES - BATTERIES, COPY PAPER, PAPER TOWELS KJ COMPANY DEBIT CARD	243.73	243.73
5/8/23	STAPLES	STAPLES PLUS MEMBERSHIP KJ COMPANY DEBIT CARD	53.29	53.29
5/29/23	STATER B	STATER BROS - DRINKS & TREATS FOR BOY & GIRL SCO MEMORIAL DAY FLAGS SET-UP & TAKE DOWN KJ COMPANY DEBIT CARD	67.41	67.41
5/17/23	UBER	CSDA LEGISLATIVE DAYS, SACRAMENTO MAY 2023 - UB KJ COMPANY DEBIT CARD	21.78	21.78
5/23/23	USPS	USPS - POSTAGE STAMPS EA COMPANY DEBIT CARD	126.00	126.00
5/23/23	WESTERN	INV 44876794 - PEST CONTROL MAINTENANCE FOR MAY WESTERN EXTERMINATOR CO	97.15	97.15
5/2/23	WESTERN	INV 35597279 - PEST CONTROL MAINENANCE FOR APR 20 WESTERN EXTERMINATOR CO	97.15	97.15
	Total		<u>67,272.73</u>	<u>67,272.73</u>

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

Date	Reference	Employee	Amount
5/5/2023	5841	KATHLEEN JURASKY	2,504.96
5/5/2023	5842	STEPHANIE C. LOZANO	1,468.61
5/5/2023	5843	SCOTT W. VICKREY	1,644.91
5/5/2023	5844	EDGAR F. ARCHILA	1,735.58
5/5/2023	5845	GABRIEL C. HERRERA	1,288.62
5/19/2023	5851	KATHLEEN JURASKY	2,504.97
5/19/2023	5852	STEPHANIE C. LOZANO	1,468.61
5/19/2023	5853	SCOTT W. VICKREY	1,137.73
5/19/2023	5854	EDGAR F. ARCHILA	1,643.18
5/19/2023	5855	GABRIEL C. HERRERA	1,170.26
5/19/2023	5856	WILLIAM G. KLEINDIENST	164.25
5/19/2023	5857	LYNN T. MALLOTTO	164.25
5/19/2023	5858	LAFAYE M. PLATTER	164.25
5/19/2023	5859	JAN M. PYE	164.22
5/19/2023	5860	MICHAEL V. SMITH	164.22
5/1/2023 thru 5/31/2023			17,388.62

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

May Cash Disbursement Journal	67,272.73
May Payroll Disbursement Journal	17,388.62
TOTAL PSCD DISBURSEMENTS	84,661.35
TOTAL GENERAL FUND EXPENDITURES	84,661.35
May Payment Voucher # 1774	30,214.96
May Payment Voucher # 1775	54,446.39
Total Payment Vouchers	84,661.35
TOTAL ACO EXPENDITURES (in May)	0.00
May ACO Payment Voucher #1776	21,727.43
Powerplan (RDO Equipment Inc)	
Gator Utility Vehicle	21,436.43
(to be paid when delivered in June)	
Coachella Valley Water District	291.00
Section B-39 - B-44 Landscape Plan Check Fee	
(paid 11/18/22 - check #24322)	
PET CEMETERY DRAWDOWNS	0.00
Loan Amount:	25,000.00
Current Balance Remaining:	15,000.00
TOTAL MAY 2023 DISBURSEMENTS	84,661.35

5b 5 of 5 May 2023 Recap

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

SALES

	Prior Months		May		FY 2022/2023 YTD Totals		FY 2021/2022 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult, C	275	0	26	0	301	0	306	0
Adult, A&B	16	0	0	0	16	0	9	0
Premium	7	0	1	0	8	0	13	0
Child	6	0	0	0	6	0	7	0
Cremation	26	2	11	0	37	2	37	0
Niche	29	0	7	0	36	0	30	0
TOTALS	359	2	45	0	404	2	402	0

LOT REPURCHASES

	Prior Months		May		FY 2022/2023 YTD Totals		FY 2021/2022 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	21	1	1	0	22	1	17	0
Cremation	0	0	0	0	0	0	0	0
Niche	2	0	0	0	2	0	0	0
TOTALS	23	1	1	0	24	1	17	0

TOTAL INTERMENTS

	Prior Months		May		FY 2022/2023 YTD Totals		FY 2021/2022 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
Adult	196	0	10	0	206	0	220	1
Child	6	0	0	0	6	0	7	0
Cremation	48	2	6	1	54	3	74	6
Niche	27	0	1	0	28	0	22	0
TOTALS	277	2	17	1	294	3	323	7

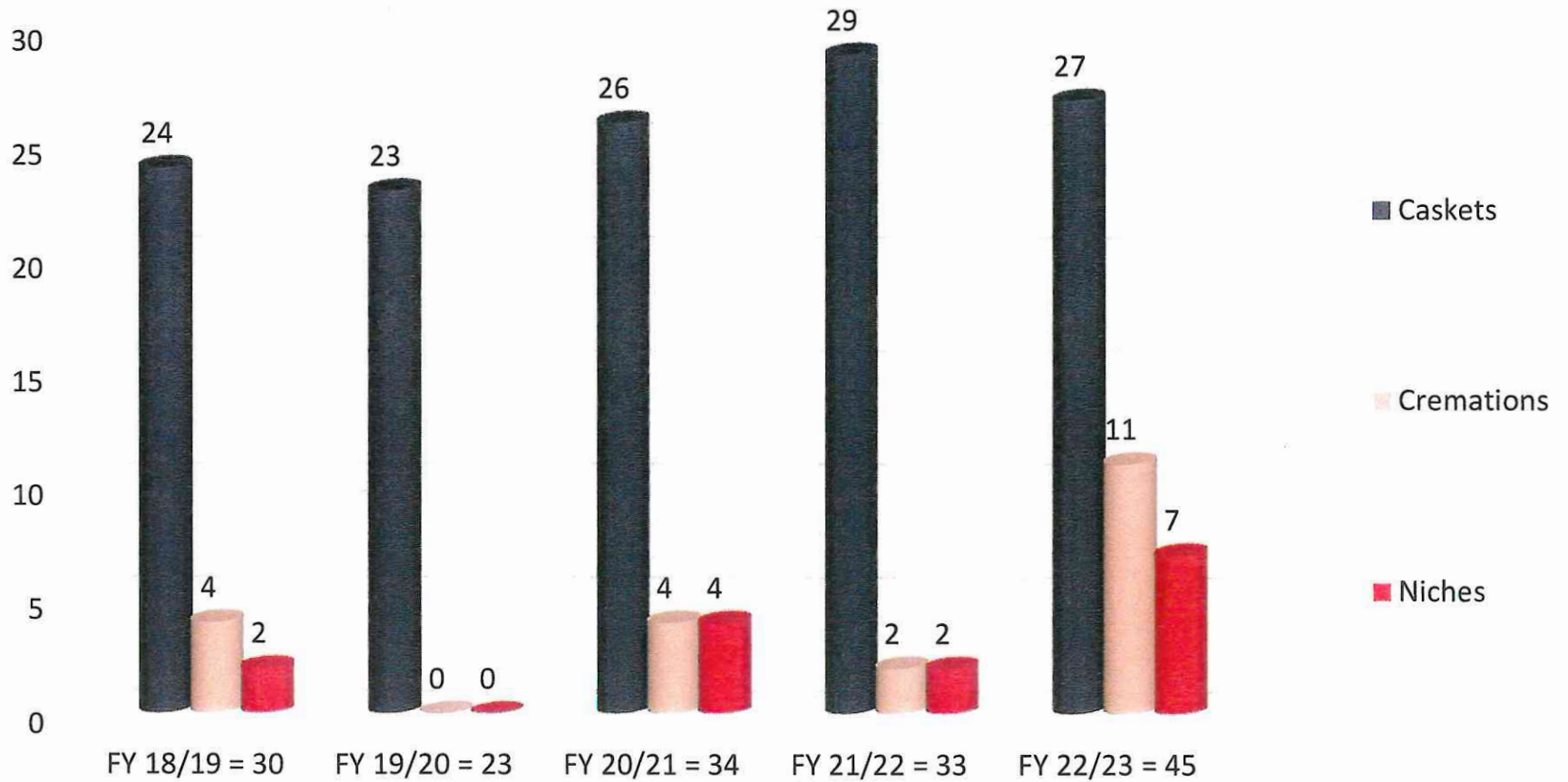
SATURDAY INTERMENTS

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

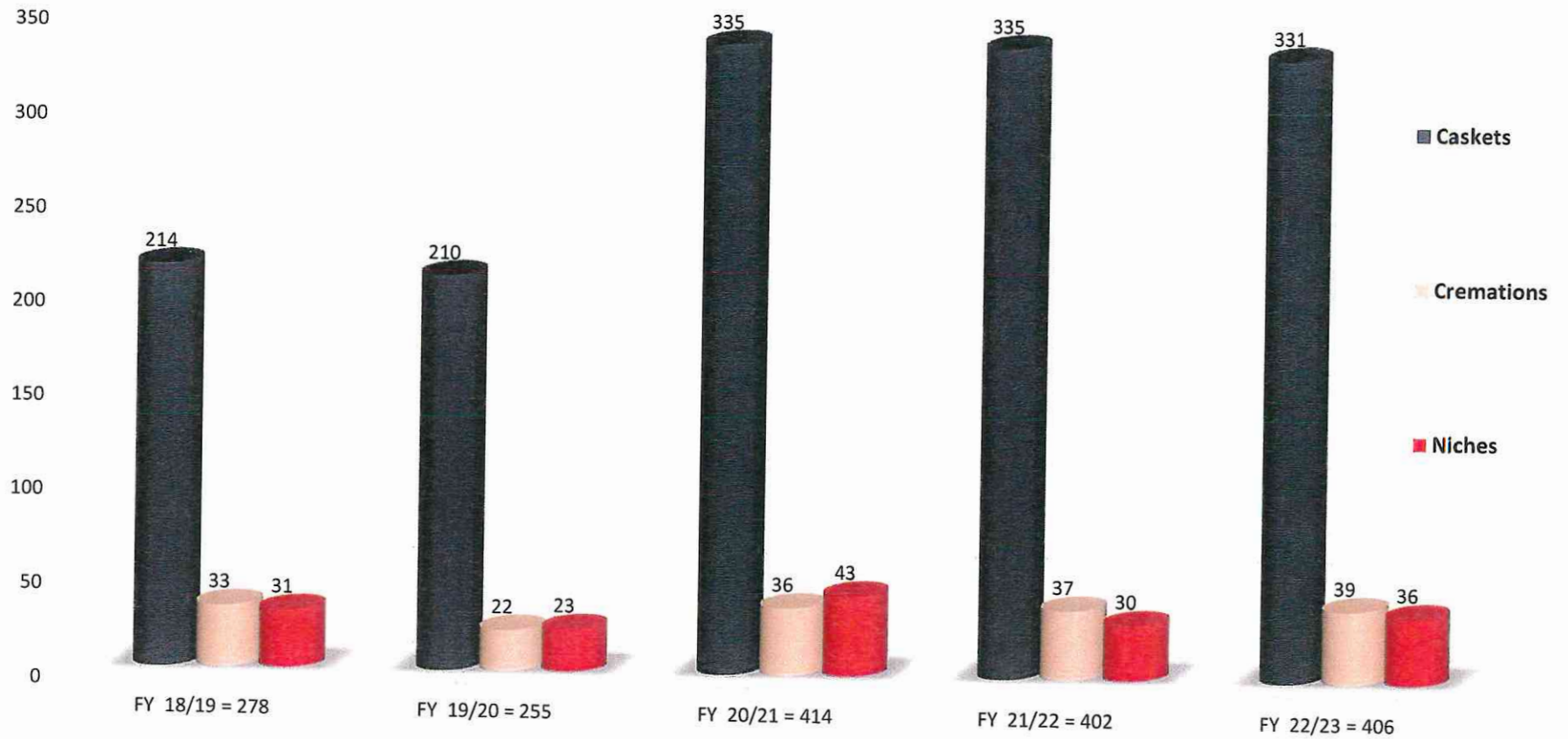
SUNDAY INTERMENTS

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

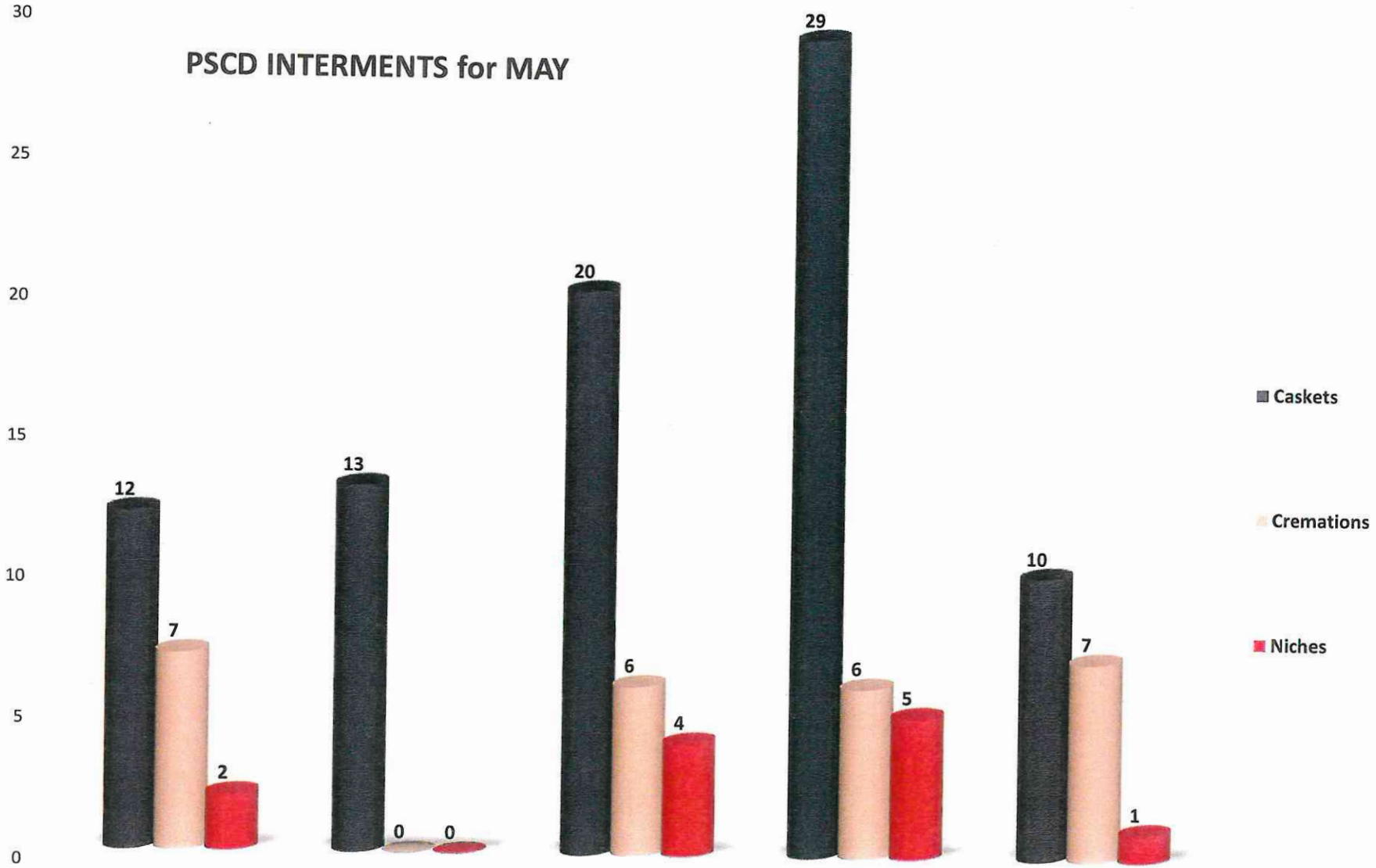
PSCD Site Sales by Fiscal Years 18/19 to 22/23 for the Month of MAY



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



PSCD INTERMENTS for MAY



FY 18/19 = 21

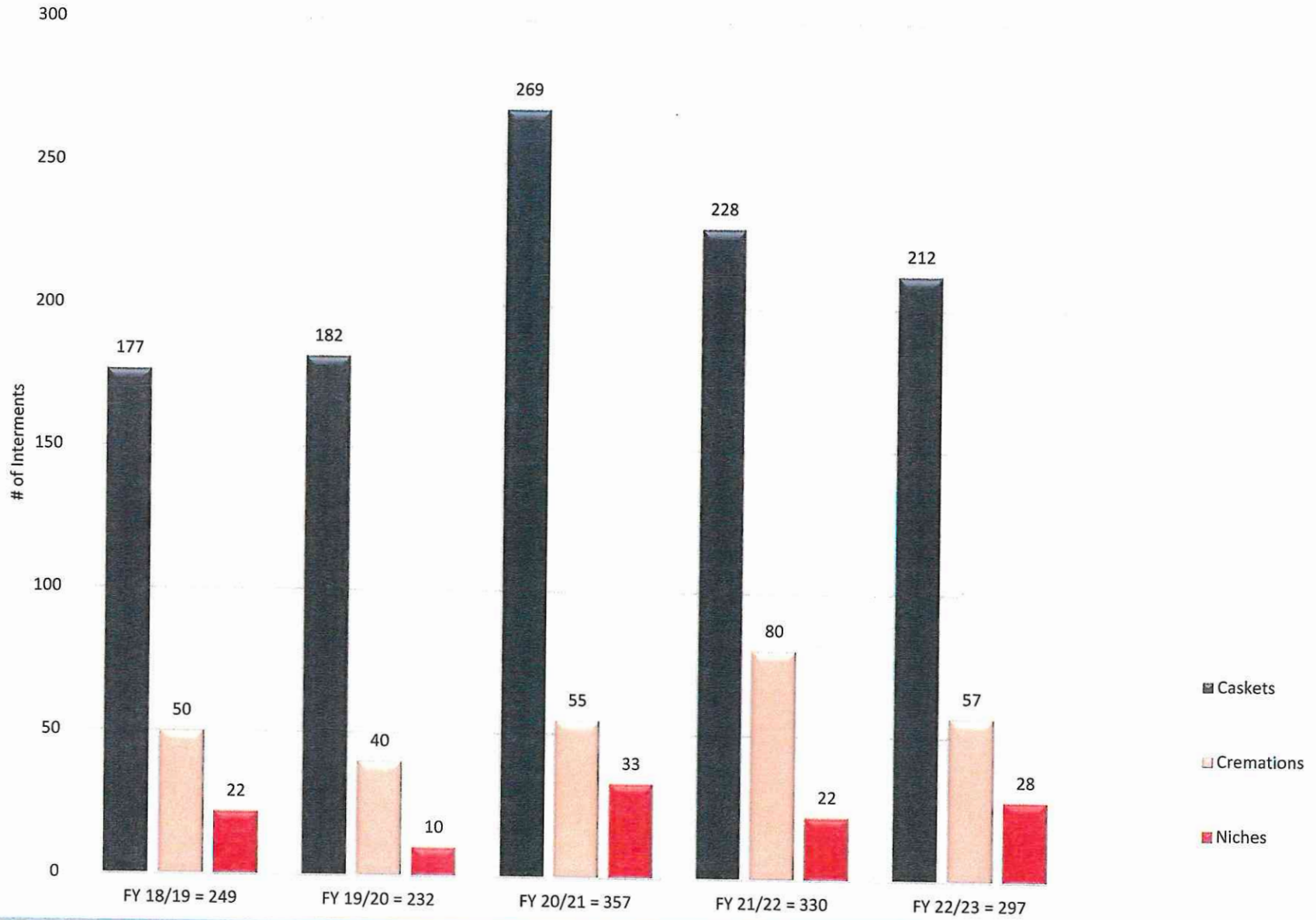
FY 19/20 = 13

FY 20/21 = 30

FY 21/22 = 40

FY 22/23 = 18

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



PALM SPRINGS CEMETERY DIST
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND
FOR THE ELEVEN MONTHS ENDING MAY 31, 2023

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
OPEN AND CLOSE	21,300.00	25,787.00	(4,487.00)	324,245.00	309,450.00	14,795.00
MISC SPECIAL SET-UP	(225.00)	75.00	(300.00)	1,575.00	900.00	675.00
RETURNED CHECK BANK CHARGE	0.00	6.00	(6.00)	180.00	70.00	110.00
INTEREST RECEIVED	0.48	1.00	(0.52)	9.79	20.00	(10.21)
LAND LEASE	6,676.70	6,103.00	573.70	77,449.90	73,236.00	4,213.90
MISC INCOME	0.00	0.00	0.00	2,977.00	0.00	2,977.00
CREDIT CARD CONVEN FEE	709.07	712.00	(2.93)	7,389.06	8,550.00	(1,160.94)
LATE FEE	0.00	750.00	(750.00)	0.00	9,000.00	(9,000.00)
SAT INTERMENT SURCHARGE	0.00	1,633.00	(1,633.00)	0.00	19,600.00	(19,600.00)
SUN INTERMENT SURCHARGE	0.00	733.00	(733.00)	0.00	8,800.00	(8,800.00)
WITNESS GRAVE CLOSING	800.00	0.00	800.00	6,200.00	0.00	6,200.00
TAX COLLECTIONS	205,494.75	35,071.00	170,423.75	483,498.30	420,850.00	62,648.30
VAULTS	470.00	1,638.00	(1,168.00)	14,340.00	19,650.00	(5,310.00)
CREMATION VAULTS	450.00	0.00	450.00	5,260.00	0.00	5,260.00
LINERS	2,130.00	2,232.00	(102.00)	29,345.00	26,780.00	2,565.00
GRAVE VASES	945.00	1,033.00	(88.00)	13,548.05	12,400.00	1,148.05
MEMORIAL WALL INCOME	0.00	25.00	(25.00)	0.00	300.00	(300.00)
ENR SURCHARGE	4,610.00	4,075.00	535.00	48,670.00	48,900.00	(230.00)
LOT TRANSFERS	0.00	83.00	(83.00)	1,100.00	1,000.00	100.00
COUNTY INTEREST INCOME	0.00	46.00	(46.00)	5,700.01	550.00	5,150.01
DONATIONS & GRANTS	0.00	0.00	0.00	8.87	0.00	8.87
HANDLING FEE	6,150.00	8,179.00	(2,029.00)	100,650.00	98,145.00	2,505.00
PRENEED CONTRACT SERVICE CHG	800.00	1,133.00	(333.00)	12,000.00	13,600.00	(1,600.00)
VASE/HDSTN SET & CLEAN	3,840.00	5,117.00	(1,277.00)	55,215.00	61,400.00	(6,185.00)
TOTAL REVENUE	254,151.00	94,432.00	159,719.00	1,189,360.98	1,133,201.00	56,159.98
REGULAR SALARIES	23,618.76	27,141.00	(3,522.24)	256,049.24	325,689.00	(69,639.76)
BOT MEETING COMPENSATION	897.95	1,122.00	(224.05)	9,697.86	13,469.00	(3,771.14)
BOT CONFERENCES	0.00	208.00	(208.00)	2,710.00	2,500.00	210.00
BOT TRAVEL & EXPENSES	0.00	250.00	(250.00)	1,455.64	3,000.00	(1,544.36)
COVID-19 PAYROLL	0.00	167.00	(167.00)	0.00	2,000.00	(2,000.00)
TEMPORARY HELP	0.00	833.00	(833.00)	0.00	10,000.00	(10,000.00)
RETIREMENT/PENSION	1,451.15	1,912.00	(460.85)	17,730.56	22,938.00	(5,207.44)
FICA	1,510.23	1,671.00	(160.77)	16,363.54	20,052.00	(3,688.46)
MEDICARE	353.20	418.00	(64.80)	3,826.95	5,016.00	(1,189.05)
EMPLOYEE GROUP INSURANCE	5,698.42	7,113.00	(1,414.58)	56,032.95	85,356.00	(29,323.05)
RETIREE GROUP INSURANCE	421.41	414.00	7.41	4,405.94	4,969.00	(563.06)
UNEMPLOYMENT INSURANCE	105.95	283.00	(177.05)	1,983.25	3,395.00	(1,411.75)
WORKERS COMP INSURANCE	1,537.21	1,645.00	(107.79)	16,923.37	19,742.00	(2,818.63)
ELECTRICITY	5,020.04	5,529.00	(508.96)	63,407.55	66,350.00	(2,942.45)
TELEPHONE	950.60	671.00	279.60	8,292.31	8,050.00	242.31
WATER	5,122.67	3,354.00	1,768.67	34,527.59	40,250.00	(5,722.41)
CAPC CONFERENCE DONATIONS	0.00	0.00	0.00	200.00	0.00	200.00
COMMUNITY OUTREACH	67.41	83.00	(15.59)	212.41	1,000.00	(787.59)
VISA-MASTER CHG FEES	701.90	750.00	(48.10)	7,203.47	9,000.00	(1,796.53)
RETURNED CHECK	0.00	8.00	(8.00)	105.00	100.00	5.00
COUNTY SERVICE CHARGE	119.74	92.00	27.74	1,079.02	1,100.00	(20.98)
EDUCATION	0.00	33.00	(33.00)	121.40	400.00	(278.60)
GENERAL INSURANCE	2,430.47	2,449.00	(18.53)	26,735.17	29,391.00	(2,655.83)
LEGAL	0.00	1,458.00	(1,458.00)	7,639.50	17,500.00	(9,860.50)
LOT REPURCHASE	800.00	625.00	175.00	19,815.00	7,500.00	12,315.00
OFFICE EXPENSE	1,091.92	1,583.00	(491.08)	18,704.77	19,000.00	(295.23)
TRAVEL & CONVENTION	642.45	500.00	142.45	4,529.31	6,000.00	(1,470.69)
UNIFORMS & SAFETY EQUIPMENT	0.00	92.00	(92.00)	563.26	1,100.00	(536.74)
MTG EXP & SUPPLIES	0.00	67.00	(67.00)	1,222.54	800.00	422.54
CONTRIBUTIONS	0.00	17.00	(17.00)	0.00	200.00	(200.00)
AUDIT	0.00	683.00	(683.00)	8,500.00	8,200.00	300.00
ADVERTISING/PUBLICITY	0.00	333.00	(333.00)	4,066.77	4,000.00	66.77
MEMBERSHIP & DUES	0.00	500.00	(500.00)	6,657.16	6,000.00	657.16
CA EDUCATION & TRAINING (EDD)	2.46	0.00	2.46	44.70	0.00	44.70
AUTO TRUCK EXPENSE	0.00	292.00	(292.00)	6,240.36	3,500.00	2,740.36
LARGE EQUIPMENT REPAIRS	0.00	333.00	(333.00)	5,433.15	4,000.00	1,433.15
EQUIPMENT REPAIRS	0.00	83.00	(83.00)	2,619.78	1,000.00	1,619.78
IRRIGATION SYSTEM REPAIRS	1,465.75	692.00	773.75	2,989.20	8,300.00	(5,310.80)
FERTILIZER AND SEED	1,706.43	1,667.00	39.43	18,362.51	20,000.00	(1,637.49)
GASOLINE, OIL, TIRES	0.00	808.00	(808.00)	3,355.18	9,700.00	(6,344.82)
PLANT & BUILDING	2,690.61	1,667.00	1,023.61	27,211.85	20,000.00	7,211.85
ROAD MAINTENANCE	0.00	7,446.00	(7,446.00)	0.00	89,355.00	(89,355.00)
TOOLS & SUPPLIES	99.19	250.00	(150.81)	3,368.33	3,000.00	368.33
GRAVE LINERS & VAULTS	4,239.44	3,988.00	251.44	55,327.53	47,850.00	7,477.53
GRAVE VASES	521.63	709.00	(187.37)	8,299.45	8,510.00	(210.55)
CONTRACT TREE/GARDEN MAINTNCE	24,700.00	24,700.00	0.00	246,682.93	296,400.00	(49,717.07)
CONTRACT BURIALS	0.00	417.00	(417.00)	0.00	5,000.00	(5,000.00)
SECURITY CAMERA EXPENSE	179.70	125.00	54.70	718.80	1,500.00	(781.20)
DMP GROUNDS SECURITY	825.00	725.00	100.00	9,075.00	8,700.00	375.00
COVID-19 EXPENSES	0.00	42.00	(42.00)	543.94	500.00	43.94
TOTAL EXPENSES	88,971.69	105,948.00	(16,976.31)	991,034.24	1,271,382.00	(280,347.76)
NET CHANGE FROM OPERATIONS	165,179.31	(11,516.00)	176,695.31	198,326.74	(138,181.00)	336,507.74
OTHER REVENUE & EXPENSE						
RESERVES TRANSFERRED IN	0.00	13,182.00	(13,182.00)	2,260,000.00	158,181.00	2,101,819.00
RESERVE TRANSFER OUT	0.00	0.00	0.00	(2,260,000.00)	0.00	(2,260,000.00)
OTHER EXPENSE APPROP CONTING	0.00	(1,667.00)	1,667.00	0.00	(20,000.00)	20,000.00
NET CHANGE	165,179.31	(1.00)	165,180.31	198,326.74	0.00	198,326.74

**ACCUMULATIVE CAPITAL OUTLAY
INCOME STATEMENT
FOR THE ELEVEN MONTHS ENDING MAY 31, 2023**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
BURIAL RIGHT SALES	36,200.00	38,400.00	(2,200.00)	313,645.00	337,065.00	(23,420.00)
CURRENT INTEREST & DIVIDENDS	0.00	3,588.19	(3,588.19)	25,051.53	23,976.11	1,075.42
COUNTY INTEREST INCOME	0.00	0.00	0.00	14,972.83	1,973.89	12,998.94
GAIN/LOSS INVESTMENT FMV	0.00	(920.47)	920.47	(21,370.73)	(48,265.27)	26,894.54
TOTAL REVENUE	<u>36,200.00</u>	<u>41,067.72</u>	<u>(4,867.72)</u>	<u>332,298.63</u>	<u>314,749.73</u>	<u>17,548.90</u>
	<u>36,200.00</u>	<u>41,067.72</u>	<u>(4,867.72)</u>	<u>332,298.63</u>	<u>314,749.73</u>	<u>17,548.90</u>
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	5,523.42	5,221.01	302.41
COUNTY SERVICE CHARGE	16.45	0.00	16.45	59.68	0.00	59.68
TOTAL EXPENSES	<u>(16.45)</u>	<u>0.00</u>	<u>(16.45)</u>	<u>(5,583.10)</u>	<u>(5,221.01)</u>	<u>(362.09)</u>
NET CHANGE FROM OPERATIONS	<u>36,183.55</u>	<u>41,067.72</u>	<u>(4,884.17)</u>	<u>326,715.53</u>	<u>309,528.72</u>	<u>17,186.81</u>
OTHER REVENUE & EXPENSE						
REVENUE TRANSFERRED IN	0.00	7,505.00	(7,505.00)	39,585.00	27,630.00	11,955.00
TOTAL OTHER REVENUE & EXPENSE	<u>0.00</u>	<u>7,505.00</u>	<u>(7,505.00)</u>	<u>39,585.00</u>	<u>27,630.00</u>	<u>11,955.00</u>
NET CHANGE	<u>36,183.55</u>	<u>48,572.72</u>	<u>(12,389.17)</u>	<u>366,300.53</u>	<u>337,158.72</u>	<u>29,141.81</u>

**ENDOWMENT CARE FUND
INCOME STATEMENT
FOR THE ELEVEN MONTHS ENDING MAY 31, 2023**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
WMC ENDOWMENT CARE	0.00	60.00	(60.00)	1,550.00	285.00	1,265.00
ENDOWMENT CARE DEPOSITS	25,966.00	28,411.00	(2,445.00)	281,233.00	282,229.36	(996.36)
CURRENT INTEREST & DIVIDENDS	0.00	9,263.88	(9,263.88)	76,533.77	54,186.25	22,347.52
COUNTY INTEREST INCOME	0.00	0.00	0.00	10,558.94	1,661.07	8,897.87
GAIN/LOSS INVESTMENT FMV	0.00	13,521.11	(13,521.11)	(55,995.60)	(259,237.34)	203,241.74
TOTAL REVENUE	25,966.00	51,255.99	(25,289.99)	313,880.11	79,124.34	234,755.77
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	29,264.87	28,875.78	389.09
COUNTY SERVICE CHARGE	0.34	0.00	0.34	6.44	0.00	6.44
TOTAL EXPENSES	0.34	0.00	0.34	29,271.31	28,875.78	395.53
NET CHANGE	25,965.66	51,255.99	(25,290.33)	284,608.80	50,248.56	234,360.24

**PRENEED FUND
INCOME STATEMENT
FOR THE ELEVEN MONTHS ENDING MAY 31, 2023**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
CURRENT SALES	18,933.67	21,341.39	(2,407.72)	246,955.12	240,092.13	6,862.99
CURRENT DEFERRED REVENUE	12,840.70	5,054.94	7,785.76	155,369.59	137,086.96	18,282.63
CURRENT INTEREST & DIVIDENDS	0.00	5,565.41	(5,565.41)	43,254.70	32,270.39	10,984.31
COUNTY INTEREST INCOME	0.00	0.00	0.00	9,096.32	1,187.37	7,908.95
GAIN/LOSS INVESTMENTS FMV	0.00	6,447.04	(6,447.04)	(25,420.03)	(91,322.76)	65,902.73
TOTAL REVENUE	<u>31,774.37</u>	<u>38,408.78</u>	<u>(6,634.41)</u>	<u>429,255.70</u>	<u>319,314.09</u>	<u>109,941.61</u>
EXPENSES						
INVESTMENT FEES	0.00	0.00	0.00	11,110.19	10,106.47	1,003.72
COUNTY SERVICE CHARGES	1.36	0.00	1.36	8.82	0.00	8.82
LOSS ON TRANSFER (INTER COSTS)	0.00	4,079.71	(4,079.71)	4,005.99	7,844.22	(3,838.23)
SALES TRANSFR OUT (PRIOR YR)	0.00	7,505.00	(7,505.00)	39,585.00	27,630.00	11,955.00
TOTAL EXPENSES	<u>1.36</u>	<u>11,584.71</u>	<u>(11,583.35)</u>	<u>54,710.00</u>	<u>45,580.69</u>	<u>9,129.31</u>
NET CHANGE	<u>31,773.01</u>	<u>26,824.07</u>	<u>4,948.94</u>	<u>374,545.70</u>	<u>273,733.40</u>	<u>100,812.30</u>

**PALM SPRINGS CEMETERY DISTRICT
2023-2024 PROPOSED SCHEDULE OF CHARGES**

INTERMENT SITES, DESERT MEMORIAL PARK	BUR RGTS	EDC	PROPOSED	2023-2024
			INCREASE	TOTAL
Adult Site ~ A-36, A-37	1,400.00	650.00	250.00	2,300.00
Adult Site ~ Balance of A Sections	1,500.00	650.00	250.00	2,400.00
Adult Site ~ B-7 thru B-10, B-16 thru B-21, B-24	1,900.00	1,100.00	100.00	3,100.00
Adult Site ~ B-25 thru B-33	1,400.00	650.00	250.00	2,300.00
Adult Site ~ B-34	1,600.00	600.00	200.00	2,400.00
Adult Site ~ B-35 thru B-37	1,850.00	950.00	100.00	2,900.00
Adult Site ~ C-19 thru C-24	1,000.00	400.00	300.00	1,700.00
Adult Site ~ C-19 thru C-24	1,100.00	500.00	300.00	1,900.00
Adult Site ~ C-25 and Balance of C Sections (C-2 thru C-18)	1,400.00	650.00	250.00	2,300.00
Adult Site ~ C-26 thru C-28	1,350.00	600.00	100.00	2,050.00
Adult Site ~ C-26 thru C-28	1,450.00	700.00	100.00	2,250.00
Adult Site ~ C-29	1,500.00	700.00	100.00	2,300.00
Adult Site ~ C-29	1,600.00	800.00	100.00	2,500.00
Adult Site ~ C-30	1,700.00	800.00	100.00	2,600.00
Adult Site ~ C-30	1,800.00	900.00	100.00	2,800.00
Adult Site ~ C-31	1,700.00	800.00	100.00	2,600.00
Adult Site ~ C-31	1,800.00	900.00	100.00	2,800.00
Adult Site ~ C-32	1,700.00	800.00	100.00	2,600.00
Adult Site ~ C-32	1,800.00	900.00	100.00	2,800.00
Child Site ~ A-20 (Casket over 37" = adult grave)	325.00	225.00	200.00	750.00
Cremation Site ~ A-18, A-19, A-38	700.00	300.00	100.00	1,100.00
Cremation Site ~ B-22, B-23, B-38	950.00	350.00	100.00	1,400.00
Cremation Niche Site D	1,650.00	500.00	50.00	2,200.00
Cremation Niche Site E ~ (America's Plaza)	1,550.00	500.00	50.00	2,100.00
Cremation Niche Site F	1,450.00	500.00	50.00	2,000.00
Cremation Niche Site A, B, C ~ (Memorial Terrace)	1,300.00	600.00	100.00	2,000.00
Cremation Niche Site G, H	950.00	500.00	50.00	1,500.00
Cremation Niche Site I, J ~ (Entry Plaza/B-38)	850.00	500.00	50.00	1,400.00
Cremation Niche Site K, L	750.00	500.00	50.00	1,300.00
Cremation Niche Site M, N	800.00	500.00	100.00	1,400.00
Cremation Niche Site O ~ (A-38)	700.00	500.00	100.00	1,300.00
Cremation Niche Site P	600.00	500.00	100.00	1,200.00
Cremation Niche Site S, T	1,000.00	500.00	100.00	1,600.00
Cremation Niche Site U, V ~ (Memorial Terrace)	900.00	500.00	100.00	1,500.00
Cremation Niche Site W	800.00	500.00	100.00	1,400.00
Cremation Niche Site R ~ (America's Plaza-Raised)	1,300.00	500.00	0.00	1,800.00

INTERMENT SITES, WELWOOD MURRAY CEMETERY

Adult Site	5,500.00	2,300.00	300.00	7,800.00
Cremation Site	3,000.00	1,300.00	300.00	4,300.00

EACH ITEMS BELOW TO INCREASE: \$50.00 OR LESS

OPENING & CLOSING CHARGES:	DESERT MEMORIAL PARK	WELWOOD MURRAY
Adult Interment, Graveside Service	1,300.00	2500.00
Adult Interment, Graveside Service (Witness Closing)	1,500.00	2700.00
Adult Interment, Veterans Chapel Service or Delivery	1,100.00	2100.00
Child Interment, Graveside Service	600.00	800.00
Child Interment, Veterans Chapel Service or Delivery	500.00	700.00
Cremation Interment, No Witness - No set-up	600.00	900.00
Cremation Interment, Witness/Prayer - No set-up	700.00	1000.00
Cremation Interment, Graveside Service	1,000.00	1200.00
Cremation Niche Interment, No Witness	500.00	
Cremation Niche Interment, Witness	700.00	
Cremation Niche Interment, Nicheside	900.00	
Site Set-up for Special Service or Extra Set-up:		
Monday - Friday		250.00
Saturday		350.00
Sunday		450.00

**PALM SPRINGS CEMETERY DISTRICT
ACCUMULATED CAPITAL OUTLAY
2023-2024 PROPOSED ESTIMATED EXPENDITURES
CURRENT LIQUID ASSETS AND INVESTMENTS**

EXPENDITURES:

NEW INTERMENT SECTIONS B-39 Thru B-44 - DMP / CONSTRUCTION DOCS	
Design Development and Construction Documents-MSA/RGA Landscape Architect, Inc.	101,400.00
10% Contingency	<u>10,140.00</u>
	111,540.00
NEW INTERMENT SECTIONS B-39 Thru B-44 - DMP / CONSTRUCTION DOCS	
Construction Documents-Waterscapers, Byrd/Miyamoto, RTM, Feiro & MRC	51,650.00
10% Contingency	<u>5,165.00</u>
	56,815.00
NEW INTERMENT SECTIONS B-39 Thru B-44 - DMP / CONSTRUCTION	
RGA Landscape Architect, Inc. - Construction Costs (Estimated)	1,360,535.85
10% Contingency	<u>136,053.59</u>
	1,496,589.44
DESERT MEMORIAL PARK ROAD REPAIRS	
Asphalt Remove, Replace, Overlay, Crack Fill, Seal Coat and Striping	81,232.00
10% Contingency	<u>8,123.20</u>
	89,355.20
RAMON ROAD ENTRY\EXIT LANDSCAPE DESIGN AND PLANT MATERIALS	
Landscape Arcitectural Services/Construction Documents	15,000.00
Landscape Plants, Lighting and Installation (Estimated)	33,554.00
10% Contingency	<u>3,355.40</u>
	51,909.40
WELWOOD MURRAY CEMETERY CREMATION NICHES	
Preliminary Cost (Estimated)	133,500.00
DESERT MEMORIAL PARK DA VALL WROUGHT IRON FENCE PANELS REPAIRS	
	6,539.50
NEW SURFACE PRO 8 CORE i7 TABLETS, AIR PRINT, ROUTER, E-BOARDS (2)	
Preliminary Cost (Estimated)	21,500.00
CEMETERY DATA BASE AND MAPPING SYSTEM	
Preliminary Cost (Estimated)	27,000.00
CASKET LOWERING DEVICE AND ALUMINUM GRAVE BOARDS	
Preliminary Cost (Estimated)	8,950.00
TOTAL ESTIMATED EXPENDITURES	<u><u>2,003,698.54</u></u>
LIQUID AND INVESTMENT ASSETS AS OF MAY 31, 2023:	
ENDOWMENT CARE INTEREST INCOME (UNRESTRICTED) (TD AMERITRADE)	1,230,075.03
CASH ON DEPOSIT - COUNTY	43,134.78
ASSET REPLACEMENT RESERVE/LAND/BLDG/ETC - COUNTY	1,232,755.15
ACO INVESTED FUNDS - OUTSIDE COUNTY (TD AMERITRADE)	<u>1,313,775.85</u>
TOTAL ESTIMATED LIQUID AND INVESTMENT ASSETS	3,819,740.81
2022-2023 BURIAL SITES/RIGHTS SALES REVENUE (May 31, 2023)	<u>313,645.00</u>
	<u><u>4,133,385.81</u></u>
NET ESTIMATED LIQUID AND INVESTMENT ASSETS AFTER EXPENDITURES	<u><u>2,129,687.28</u></u>

**PALM SPRINGS CEMETERY DISTRICT
ACCUMULATED CAPITAL OUTLAY
2023-2026 APPROVED FUTURE DEVELOPMENT PROJECTS**

EXPENDITURES:

CHAPEL AND CONFERENCE CENTER

Preliminary Construction Costs (Estimated)	1,859,000.00
Design Development and Construction Documents (Estimated)	80,000.00
10% Contingency	185,900.00
	<u>2,124,900.00</u>
 TOTAL ESTIMATED EXPENDITURES	 <u><u>2,124,900.00</u></u>

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

		DMP	DMP & WMC	WMC
Saturday Adult Interment	Chapel/Church	900.00	No Increase	1,200.00
Saturday Child Interment	9:00/10:00/11:00	600.00	No Increase	750.00
Saturday Cremation Interment		600.00	No Increase	750.00
Sunday Adult Interment	Graveside	1,100.00	No Increase	1,400.00
Sunday Child Interment	9:30/10:30/11:30	800.00	No Increase	950.00
Sunday Cremation Interment		800.00	No Increase	950.00

DISINTERMENT CHARGES:

	DMP	DMP & WMC	WMC
Adult Site	3,500.00	No Increase	4,500.00
Child Site	1,100.00	No Increase	1,250.00
Cremation Site	1,100.00	No Increase	1,250.00
Cremation Niche Site	950.00	No Increase	N/A

HEADSTONE SETTING/REMOVAL CHARGES:

		DMP	WMC
Single Flush Headstone - No Increase	150/25 EDC =	175.00	270.00
Headstone Removal - Single No Increase		60.00	90.00
Double Flush Headstone - No Increase	185/40 EDC =	225.00	320.00
Headstone Removal - Double No Increase		85.00	110.00

RECEPTACLES:

		HANDLING FEE	RECEPTACLE	TAX	TOTAL	2022
Concrete Grave Liners:	Adult - Standard	420.00	210.00	18.38	648.38	622.06
	Adult #6	440.00	265.00	23.19	728.19	696.44
	Adult #7	460.00	420.00	36.75	916.75	879.44
	Child	175.00	190.00	16.63	381.63	360.75
	Baby	165.00	170.00	14.88	349.88	334.44
Concrete Grave Vaults:	Adult - Standard	490.00	290.00	25.38	805.38	735.56
	Adult - #6	510.00	355.00	31.06	896.06	826.25
	Adult - #7	530.00	605.00	52.94	1,187.94	1074.63
	Child	230.00	225.00	19.69	474.69	381.63
	Baby	185.00	200.00	17.50	402.50	359.88
Cremation Vaults:	No Increase Cremation Large	165.00	90.00	7.88	262.88	
	No Increase Cremation Ex Large	165.00	110.00	9.63	284.63	
	Premium Grave Vaults 1,247.25 to 3,468.25 (See Attached Schedule)					

VASES:

		VASE	TAX	SET FEE	EDC	TOTAL
Trion	No Increases-Vases	45.00	3.94	65.00	10.00	123.94
Trion (installed at time of interment)		45.00	3.94	25.00	10.00	83.94
Spartan Flush		65.00	5.69	65.00	10.00	145.69
Spartan Flush (installed at time of interment)		65.00	5.69	25.00	10.00	105.69
Spartan Raised (Replacement Vase Only 2023)		26.75	2.34			29.09
Niche		50.00	4.38	65.00	10.00	129.38
Niche (installed at time of interment)		50.00	4.38	25.00	10.00	89.38

~No Increases To Items Below Except: ENR Increases to Cremation \$30.00 and Children \$10.00~

Cremation Niche Shutter Clean and Repaint	85.00	Memorial Wall (200/100 EDC)	300.00
Cremation Niche Shutter Clean	50.00	Lot Transfer Fee	100.00
Cremation Shutter Handling Fee	50.00	Returned Check Charge	30.00
Cremation Interment-Unmarked Location	500.00	Document Replacement Fee	25.00
Preneed Contract Administration Fee	100.00	Granite Headstone Cleaning	65.00/100.00
Sound System Rental	150.00	Granite Headstone 2nd Engraving	100.00
Refundable Security Deposit	550.00	Witness Headstone Setting	150.00

ELIGIBLE NON-RESIDENT SURCHARGE: ADULT \$700.00; CREMATION \$400.00; CHILDREN \$250.00

THE ENDOWMENT CARE DEPOSIT IS NOT REFUNDABLE

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

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

Revision adopted by the Board of Trustees of the Palm Springs Cemetery District June 8, 2023. Effective July 1, 2023

This supersedes all other revisions.

**PALM SPRINGS CEMETERY DISTRICT
2023-2024 PROPOSED BUDGET - INCOME**

GENERAL FUND	May 31, 2023 YTD 2023 INCOME	APPROVED 2022-2023 BUDGET	PROPOSED 2023-2024 BUDGET
Services			
Misc Special Set Up	1,575	900	1,400
Returned Check	180	70	150
Opening & Closing	324,245	309,450	321,828
Saturday Interment Surcharge	0	19,600	19,600
Sunday Interment Surcharge	0	8,800	8,800
Vase-Headstone Set-Clean	55,215	61,400	59,055
Lot Transfer Fees	1,100	1,000	1,000
Handling Fee	100,650	98,145	99,685
P/N Contract Fee	12,000	13,600	13,000
Lost Doc-Credit Card Conv Fee, Misc	10,375	8,550	10,000
Late Hour/Witness Grave Closure	6,200	9,000	7,500
Memorial Wall	0	300	300
ENR Fee	48,670	48,900	50,650
	<u>560,210</u>	<u>579,715</u>	<u>592,968</u>
Other Income			
Interest Income	10	20	20
Land Lease	77,450	73,236	80,120
County Interest Income	5,700	550	4,500
Taxes Apportioned	483,498	420,850	482,000
Grave Liners	29,345	26,780	27,855
Grave Vaults	19,600	19,650	20,384
Grave Vases	13,548	12,400	13,225
	<u>629,151</u>	<u>553,486</u>	<u>628,104</u>
Total Income	1,189,361	1,133,201	1,221,072
Carryover		29,717	32,717
Transfer In		128,464	74,033
Total	<u>1,189,361</u>	<u>1,291,382</u>	<u>1,327,823</u>

ACCUMULATIVE CAPITAL OUTLAY FUND

Burial Sites	313,645	302,565	305,675
Interest or Dividends	25,052	20,500	25,000
County Interest Income	14,973	2,000	12,000
Total	<u>353,669</u>	<u>325,065</u>	<u>342,675</u>

**PALM SPRINGS CEMETERY DISTRICT
2023-2024 PROPOSED BUDGET - EXPENDITURES**

GENERAL FUND	May 31, 2023	APPROVED 2022-2023 BUDGET	PROPOSED 2023-2024 BUDGET
	YTD 2023 EXPEND		
CODE 1 - SALARIES & BENEFITS			
60101 Regular Salaries	256,049	325,689	325,689
60106 Regular Salaries (COVID)	0	2,000	0
60102 BOT Board Meetings	9,698	13,469	13,469
60103 BOT Conference	2,710	2,500	3,000
60105 BOT Travel & Expense	1,456	3,000	3,000
61101 Temporary Help	0	10,000	10,000
71101 Retirement	17,731	22,938	22,798
71201/2 FICA - Medicare	20,190	25,068	25,068
72301 Employee Group Ins	60,439	90,324	92,485
72601 Unemployment Ins	1,983	3,395	3,395
73101 Workers' Comp Ins	16,923	19,742	22,083
	<u>387,179</u>	<u>518,126</u>	<u>520,987</u>
CODE 2 - UTILITIES			
81111 Electricity	63,408	66,350	67,350
81112 Telephone	8,292	8,050	9,243
81113 Water	34,528	40,250	39,728
	<u>106,227</u>	<u>114,650</u>	<u>116,320</u>
CODE 2 - ADMINISTRATIVE EXP			
83308 Community Outreach	212	1,000	1,000
83309 Visa-Master Card Fees	6,502	9,000	7,000
83310 Returned Checks	105	100	100
83311 County Service Charge	1,079	1,100	1,100
83312 Education	166	400	400
53313 General Insurance	26,735	29,391	34,200
83314 Legal	7,640	17,500	15,000
83315 Lot Repurchase	19,815	7,500	10,000
83316 Office Expense	18,646	19,000	19,000
83317 Travel & Convention	4,529	6,000	6,000
83318 Uniforms-Safety Equipment	563	1,100	1,000
83319 Meeting Exp, Admin. Supplies	1,223	800	1,500
83320 Contributions	200	200	200
83321 Audit	8,500	8,200	8,500
83323 Advertising - Publicity	4,067	4,000	4,500
83324 Membership & Dues	6,657	6,000	7,000
	<u>106,639</u>	<u>111,291</u>	<u>116,500</u>
CODE 2 - OPERATIONAL EXP			
84410 Auto/Truck Expense	6,240	3,500	5,000
84411 Large Equip Repairs	5,433	4,000	6,000
84412 Equip Repairs	2,620	1000	3,000
84413 Irrigation Sys Repair	2,989	8,300	7,000
84414 Fertilizer - Seed	18,363	20,000	38,000
84415 Gas - Oil - Tires	3,355	9,700	7,000
84416 Plant - Building	27,212	20,000	20,000
84417 Road Maintenance	0	89,355	89,355
84418 Tools - Operational Supplies	3,368	3,000	3,000
84419 Grave Liners & Vaults	55,328	47,850	55,850
84420 Grave Vases	8,299	8,510	8,510
84422 Contract Tree-Garden Maint.	246,683	296,400	296,400
84423 Contract Burials	0	5,000	4,000
84424 Security Camera	719	1,500	1,000
84425 Security Guards	9,075	8,700	9,900
84426 COVID-19 Expenses	544	500	0
	<u>390,228</u>	<u>527,315</u>	<u>554,015</u>
TOTAL EXPENDITURES	<u>990,274</u>	<u>1,271,382</u>	<u>1,307,823</u>
CODE 8 - APPROP CONTING			
581000 Approp contingencies		20,000	20,000
TOTAL APPROPRIATION	<u>990,274</u>	<u>1,291,382</u>	<u>1,327,823</u>

	May 31, 2023 YTD 2023 EXPEND	APPROVED 2022-2023 Budget	PROPOSED 2022-2023 BUDGET
CODE 4 - ACCUMULATED CAPITAL			
542060 Structure-Improvements	144,629	1,721,760	2,003,699
581000 Approp contingencies	0	20,000	20,000
546020 Equipment	25,920	50,000	50,000
TOTAL EXPENDITURES	170,549	1,791,760	2,073,699



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\$675 Early / \$750 CSDA Member

\$1010 Early / \$1125 Non-member

Early bird registration is available through Saturday, August 5, 2023

HOTEL ROOM RESERVATIONS: Room reservations at the Marriott and Portola Hotel & Spa are available starting at the rate of \$229 plus tax. The room reservation cut-off is August 5, 2023; however, space is limited and may sell out before this date. One night's non-refundable room and tax will be charged at the time a reservation is made for rooms reserved at the Portola and charged on 8/5/23 for rooms reserved at the Marriott.

Information regarding hotel reservations and links to book in the CSDA room block will be emailed to the attendee only (not the individual registering the attendee) within 24 hours of registration.

Eligible for SDRMA Credit Incentive Points.

Cancellation Policy:

Cancellations must be in writing and received by CSDA no later than August 5, 2023. All cancellations received by this date will be refunded less a \$75 processing fee. There will be no refunds for cancellations made after August 5, 2023. Substitutions are acceptable and must be done in writing no than later August 18, 2023. Please submit any cancellation notice or substitution request to meganh@csda.net or fax to 916-520-2465.

When

8/28/2023 - 8/31/2023

Where

Monterey Conference Center One Portola Plaza Monterey, CA 93940

[Register Guest](#)

Guest cannot be from a district/company that does business with districts

[Register Guest - Taste of the City](#)

This is for Taste of the City only. A full Guest registration includes Taste of the City entry so this isn't needed.

[Register SDFL Scramble for Scholarships Golf Tournament](#)

Join special district elected officials, staff, and business affiliates at this optional fun event. Great golf skills are not necessary! Proceeds benefit the Special District Leadership Foundation scholarship fund. Proceeds benefit the Special District Leadership Foundation scholarship fund. Includes golf with cart, lunch, and prizes Del Monte Golf Course 1300 Sylvan RD Monterey, CA 93940

Time

9:00 AM

9:00 AM

[SDLA Module 1: Governance Foundations](#)

Presenter: Hilary Straus, CSDM In this informational session, the instructor will lay the ground work for good governance in your district. Attendees will discover: •Why good governance is so important to the overall well-being of the district. •The traits of effective board members. •What good governance means and how to effectively put it into practice. •How to move your board from "I" to "we," including how to become an effective team, establish team standards, and essential conditions for team building. Price includes continental breakfast and lunch.

Time

9:00 AM - 3:30 PM

9:00 AM

[So You Want to be a General Manager](#)

Presenter: Scott Carroll, CSDM, Costa Mesa Sanitary District; Melissa Asher, CPS HR A practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles and skill sets of a general manager, identifying GM opportunities including positioning yourself for executive recruitment, developing positive relations with the board, staff and peer agency executives, and leadership practices. Registration fee includes continental breakfast and lunch. Limited class size, register early!

Time

9:00 AM - 3:30 PM

[Register for Pre-Conference Tour: Elkhorn Slough Kayak Tour](#)

Calling all Young Professionals (Young Professional staff or elected officials within a district age 40 and below), this tour is for you! Join your fellow YPs for the best way to experience the wildlife and nature of Elkhorn Slough, via kayak. 1.5 hour tour will take you to visit sea otters, harbor seals and birds up close. Tour of Moss Landing Harbor District to follow. End your pre-conference day networking with your fellow YPs over appetizers and drinks. \$90 per person, includes transportation to/from the Convention Center, tour and post tour happy hour. Early registration is encouraged. Limited to 25 attendees. Due to safety, max weight is 250 lbs.

Time

10:30 AM - 3:00 PM

[Register for Pre-Conference Tour: Elkhorn Slough Safari Boat](#)

Playful sea otters, curious harbor seals, boisterous sea lions, and hundreds of bird species abound as you explore one of California's most spectacular wetlands aboard a stable, 27 foot, U.S. Coast Guard inspected pontoon boat in a 1.5 hour tour. Tour of Moss Landing Harbor District to follow. \$50 per person, includes transportation to/from the Convention Center and tour. Early registration is encouraged. Limited to 25 attendees.

Time

10:30 AM - 1:45 PM



PALM SPRINGS CEMETERY
D I S T R I C T

STAFF REPORT

JUNE 8, 2023

District Manager Employment Agreement – Increase in Annual Compensation
Steven B. Quintanilla, General Counsel.

Staff Recommendation:

That the Board of Trustees formally approve retroactive increases in the District Manager’s annual compensation, as offered by the Board and accepted by the District Manager.

Background:

At the May Board meeting, the Board met in closed session under Labor Negotiations pertaining to an Unpresented Employee, the District Manager. After deliberation, the Board directed General Counsel, as the Board’s designated Labor Negotiator to extend an offer the following retroactive increases in the District Manager’s annual compensation: 5% for Fiscal Year 2021-22, 5% for Fiscal Year 2022-23, and a 10% for Fiscal Year 2023-24 commencing July 1, 2023. Although the District Manager accepted the offer, the Brown Act prohibits the Board from taking final action on the District Manager’s compensation in closed session and instead requires the Board to formally consider and vote on the matter in open session to officially approve the increase in compensation.

It is important to note that prior to taking final action on the proposed increase in compensation, State law requires that it be publicly announced for the record what was offered by the Board.

**PALM SPRINGS CEMETERY DISTRICT
RESOLUTION 6-2023**

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

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

BE IT RESOLVED, by the Board of Trustees of the Palm Springs Cemetery District that \$14,144.92 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 \$9,055.00 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 March 1, 2023 to April 30, 2023.

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 8th day of June 2023, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jan M. Pye, Chairperson

ATTEST:

LaFaye M. Platter, Secretary

PALM SPRINGS CEMETERY DISTRICT

RESOLUTION 7-2023

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALM SPRINGS CEMETERY DISTRICT, RIVERSIDE COUNTY, CALIFORNIA, FOR THE PURPOSE OF ADOPTING THE GENERAL FUND AND ACCUMULATIVE CAPITAL OUTLAY FUND BUDGETS FOR THE FISCAL YEAR 2023-2024.

WHEREAS; Pursuant to California Government Code Section 53901, every district is required to file with the Office of County Auditor Controller an itemized estimate of anticipated revenues and appropriations for fiscal year 2023-2024;

BE IT RESOLVED that the Board of Trustees of the Palm Springs Cemetery District adopt the General Fund Budget, Fund 51270, in the amount of \$1,327,823.00; and

BE IT FURTHER RESOLVED that the Board of Trustees of the Palm Springs Cemetery District adopt the Accumulative Capital Outlay Fund Budget, Fund 51275 in the amount of \$2,073,699.00

APPROVED AND ADOPTED this 8th day of June 2023, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jan M. Pye, Chairperson

ATTEST:

LaFaye M. Platter, Secretary