

**TEMECULA PUBLIC CEMETERY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING**

**RONALD H ROBERTS  
TEMECULA PUBLIC LIBRARY  
30600 PAUBA RD  
TEMECULA, CA  
COMMUNITY ROOM A  
AND HERITAGE ROOM**

**June 20, 2019**

**8:00 a.m.**

**AGENDA- Estimated Time: 4 Hrs.**

1. **Call To Order** :
2. **Pledge of Allegiance**: Led by Trustee Dugan
3. **Roll Call**  
Chair Vanderhaak, Trustee Qualm, Trustee Davis, Trustee Reese, Trustee Dugan General Manager, Cindi Beaudet  
Legal Counsel, Steve Quintanilla, (Robert Lee by phone)

**Motions To Excuse:**

**Visitors:**

**Public Comments:**

At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. Request must be submitted in person prior to the start of the meeting. Each individual will be allowed 5 minutes to address the Board of Trustees; in accordance with State Law, (Brown Act) all items to be acted on must be posted 72 hours in advance.

**4. CLOSED SESSION ITEMS:**

- A.** CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Section 54956.9: (One potential case)

**B. Closed Session Announcement**

## 5. **Consent Calendar**

All matters on the Consent Calendar are considered routine and may all be approved by one motion. Any member of the Board or the public may request an item be removed from the Consent Calendar for discussion or separate action. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items shall be considered immediately following action on the remaining items on the Consent Calendar.

### A. **Approval of Minutes**

*Recommendation:* That the Board approve the minutes of the Regular Board Meeting of May 23, 2019.

### B. **Approval of Check Registers**

*Recommendation:* That the Board approves the May 2019 Check Register Nos. 101100, 101200 and 101300.

### C. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the May 2019 Bookkeeper Reports.

## 6. **Action Items**

### A. **Proposed Budget 06/30/20**

*Recommendation:* That the trustees review the second draft of the proposed budget.

### B. **CSDA- 2019 Election- Seat B**

*Recommendation:* That the trustees read the bio's of: Patrick O'Rourke, Greg Mills, Dennis LaMoreaux, Kathleen Tiegs and Michael Mack. Direct General Manager as to which 3 candidates (up to 3) you would like to nominate.

### C. **Public Cemetery Alliance Annual Conference**

*Recommendation:* Show of hands who would like to represent our District and attend their annual conference located in Lake Tahoe August 15 through the 18<sup>th</sup> 2019.

### D. **Niche engraving Policy**

*Recommendation:* That the BOT discuss the concerns of Elizabeth Rubin regarding layout of niche engraving.

## 7. **Financial Report**

- A. May 2019 Balance Sheet
- B. May 2019 Profit and Loss
- C. May 2019 Wells Fargo Investments; principle and interest

## **8. General Managers Reports**

- A. May 2019 Revenues
- B. May 2019 Plot Inventories
- C. May Depletion
- D. May Calendar
- E. Response letter to Susan McMichael

## **9. General Counsel Reports**

## **10. Fiscal Year 2018-2019 Subcommittees**

- A. 52 acre Cemetery Property (Dugan, Qualm)
- B. Landscape Plan (Vanderhaak, Reese)
- C. Cenotaph/ Ossuary (Reese, Davis)
- D. Investment (Vanderhaak, Dugan)
- E. Conference Liaison (**Vanderhaak**, Qualm)
- Sacramento Legislation May 23, 2019**
- F. Policies (Dugan, Reese)
- G. **Trustee Reese to review with BOT**  
**Approved policy # 1040, Reserve and Fund Balance**
- H. General Price List (Vanderhaak, Davis)

## **11. Future Trustee Agenda Items:**

- Interview General Contractors
- Sandra Wheeler to attend July Board meeting

## **12. Board Comment:**

- Managers Review**

**13. Announcements:**

**Christmas Dinner, December 07, 2019 @ Luke's on Front St**

**14. Adjournment Time:**

**1<sup>st</sup> Motion**

**2<sup>nd</sup> Motion**

**Time:**

Next Regular Board Meeting – July 18, 2019 –Temecula Library

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Secretary at (951) 699-1630. Notification 72-hours prior to the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

All supporting documentation is available for public review at the Temecula Public Cemetery District Office located at 41911 C Street, Temecula, California during regular business hours, 8:00 a.m. – 4:30 p.m., Monday through Friday. Or at [www.temeculacemetery.org](http://www.temeculacemetery.org)

Posted June 17, 2019

TEMECULA PUBLIC CEMETERY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

41911 C STREET  
TEMECULA, CALIFORNIA 92592

May 23, 2019

8:00 a.m.

MINUTES

1. Call To Order : 8:00 A.M.

2. Pledge of Allegiance: Led by Trustee Qualm

3. Roll Call

Chair Vanderhaak, Trustee Qualm, Trustee Davis, Trustee Reese, Trustee Dugan General Manager, Cindi Beaudet  
Legal Counsel, Steve Quintanilla, (Robert Lee by phone)

Motions To Excuse:

Visitors: Bill Morton, CSDA Finance Corporation  
Nancy Hughes, Rancon Real Estate  
Don Turcotte- Project Manager

Public Comments: Elizabeth Rubin; Discussed with the Board her desire to have the Trustees rewrite the policy to allow an inscription format change for her brother.

At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. Request must be submitted in person prior to the start of the meeting. Each individual will be allowed 5 minutes to address the Board of Trustees; in accordance with State Law, (Brown Act) all items to be acted on must be posted 72 hours in advance. **Tabled until June 2019**

**4. CLOSED SESSION ITEMS:**

**A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

(Pursuant to Government Code Section 54956.8)

Property: Assessor's Parcel Number 924-360-002, Temecula, CA 92592

Agency Negotiator: Nancy Hughes

Negotiating Parties: Mission Hills Development and Temecula Public Cemetery District

Under Negotiation: Terms of payment

**B.. Closed Session Announcement: No reportable action.**



5. **Consent Calendar:** Motion was made by Trustee Reese to accept the Consent Calendar as presented, seconded by Trustee Davis and passed 5/0.

All matters on the Consent Calendar are considered routine and may all be approved by one motion. Any member of the Board or the public may request an item be removed from the Consent Calendar for discussion or separate action. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items shall be considered immediately following action on the remaining items on the Consent Calendar.

A. **Approval of Minutes**

*Recommendation:* That the Board approve the minutes of the Regular Board Meeting of April 18, 2019.

B. **Approval of Check Registers**

*Recommendation:* That the Board approves the April 2019 Check Register Nos. 101100, 101200 and 101300.

C. **Approval of Bookkeeper Report**

*Recommendation:* That the Board receive and file the April 2019 Bookkeeper Reports.

6. **Action Items**

A. **Proposed Budget 06/30/20: Tabled until June 20, 2019**

*Recommendation:* That the trustees review the first draft of the proposed budget.

B. **CSDA- 2019 Election- Seat B: Tabled until June 20,2019**

*Recommendation:* That the trustees read the bio on Director Tiegs and consider for upcoming election.

C. **Memorial Day Celebration: Discussed, 5 Trustees present with 6 guest**

*Recommendation:* Show of hands who will be attending.  
Monday, May 27, 2019 @ 10:00am. Located in the bottom parking lot of the cemetery, Guest of honor and keynote speaker will be Supervisor Chuck Washington

7. **Financial Report: Motion was made by Trustee Dugan to receive and file the April financials, seconded by Trustee Davis and passed 4/0**  
**1 absent from vote**

A. April 2019 Balance Sheet

B. April 2019 Profit and Loss

C. April 2019 Wells Fargo Investments; principle and interest

**8. General Managers Reports: Motion was made by Trustee Davis to receive managers' report, seconded by Trustee Reese and passed 5/0.**

- A. April 2019 Revenues
- B. April 2019 Plot Inventories
- C. April Depletion
- D. April Calendar
- E. Keith Weaver- Government Financial Strategies 04-23-2019
- F. Project Manager, Don Turcotte
- G. Storm Game or Bowling

**9. General Counsel Reports**

**10. Fiscal Year 2018-2019 Subcommittees**

- A. 52 acre Cemetery Property (Dugan, Qualm)
- B. Landscape Plan (Vanderhaak, Reese)
- C. Cenotaph/ Ossuary (Reese, Davis)
- D. Investment (Vanderhaak, Dugan)
- E. Conference Liaison (Vanderhaak, Qualm)
- Local Area Meeting: May 16, 2019- Cancelled due to rain**
- F. Policies (Dugan, Reese)
- G. **Trustee Dugan to review with BOT**  
**Approved policy # 1037, Contractor Policy**
- H. General Price List (Vanderhaak, Davis)

**11. Future Trustee Agenda Items:**

Interview General Contractors

**12. Board Comment:  
Managers Review**

**13. Announcements:  
Annual Meeting June 20, 2019- Temecula Library- 8:00 am**

**14. Adjournment Time:**

**1<sup>st</sup> Motion Trustee Dugan**

**2<sup>nd</sup> Motion Trustee Reese**

**Time:10:41a.m.**

**Passed 5/0.**

Next Regular Board Meeting – June 20, 2019 –Temecula Library

Temecula Public Cemetery District

6/10/2019 12:50 PM

Register: 101100 · US Bank Checking

From 05/01/2019 through 05/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2019	7446	Hank's Hardware & ...	201100 · Accounts Pay...		120.55	X		44,849.61
05/01/2019	7447	Home Depot Credit S...	201100 · Accounts Pay...	603532253881...	1,152.47	X		43,697.14
05/01/2019	7448	US Bank	201100 · Accounts Pay...	Credit Card Sta...	4,371.59	X		39,325.55
05/02/2019			101200 · US Bank Pay...	Funds Transfer		X	10,000.00	49,325.55
05/02/2019			101200 · US Bank Pay...	To transfer fun...	1,150.49	X		48,175.06
05/06/2019	7449	Toastmasters	201100 · Accounts Pay...		51.00			48,124.06
05/08/2019	AJE574		515100 · Life Insuranc...	Automatic with...	35.64	X		48,088.42
05/09/2019	7450	Paradise Chevrolet	201100 · Accounts Pay...	Service	1,104.48	X		46,983.94
05/10/2019			101100G · Cash - Gen...	Deposit		X	49,020.06	96,004.00
05/11/2019	AJE567		101200 · US Bank Pay...	Monthly autom...	411.30	X		95,592.70
05/12/2019			523290 · Bank Charges	Service Charge	21.00	X		95,571.70
05/13/2019	7451	CR&R Incorporated	201100 · Accounts Pay...	1110114	258.12	X		95,313.58
05/13/2019	7452	Crowne Hill Consulti...	201100 · Accounts Pay...	12042/120451...	683.54	X		94,630.04
05/13/2019	7453	Don Hansen Backho...	201100 · Accounts Pay...	4336	3,100.00	X		91,530.04
05/13/2019	7454	EcoFert Inc	201100 · Accounts Pay...	4161	490.00	X		91,040.04
05/13/2019	7455	Jarren E. Skaife	201100 · Accounts Pay...		52.22			90,987.82
05/13/2019	7456	Kyle Means	201100 · Accounts Pay...		52.22	X		90,935.60
05/13/2019	7457	Linda Glau CPA	201100 · Accounts Pay...		575.00	X		90,360.60
05/13/2019	7458	Standard Insurance C...	201100 · Accounts Pay...	160-513170-00...	429.76	X		89,930.84
05/13/2019	7459	Temecula Valley Pip...	201100 · Accounts Pay...		414.12	X		89,516.72
05/13/2019	7460	The Village News	201100 · Accounts Pay...	VOID: 34664		X		89,516.72
05/13/2019	7461	Wildlife Control Ser...	201100 · Accounts Pay...	WL2905	450.00	X		89,066.72
05/13/2019	7462	Thomas Schoenherr	201100 · Accounts Pay...		650.00			88,416.72
05/13/2019	051719	CalPers 457 Plan	201100 · Accounts Pay...		1,124.38	X		87,292.34
05/13/2019			101200 · US Bank Pay...	Funds Transfer	8,656.76	X		78,635.58
05/14/2019	7463	California Dept of Ta...	201100 · Accounts Pay...		87.36	X		78,548.22
05/24/2019	7464	California Public Em...	201100 · Accounts Pay...	7490021932 ...	4,920.29			73,627.93
05/24/2019	7465	Metlife	201100 · Accounts Pay...	KMO5754030-...	62.77	X		73,565.16
05/24/2019	7466	Potamus Press	201100 · Accounts Pay...		218.04	X		73,347.12
05/24/2019	7467	Reeder media	201100 · Accounts Pay...		296.35			73,050.77
05/24/2019	7468	South County Pest C...	201100 · Accounts Pay...	0231575	46.00	X		73,004.77
05/24/2019	7469	Southern California ...	201100 · Accounts Pay...	2-03-325-4707	319.72	X		72,685.05
05/24/2019	7470	Streamline	201100 · Accounts Pay...	100467	50.00	X		72,635.05
05/24/2019	7471	Verizon Wireless	201100 · Accounts Pay...	9194164122	268.00	X		72,367.05
05/24/2019	7472	SDRMA	201100 · Accounts Pay...		29,772.91			42,594.14
05/24/2019	51019	Downs Energy	201100 · Accounts Pay...	CL98480	157.21	X		42,436.93
05/24/2019	53119	CalPers 457 Plan	201100 · Accounts Pay...		1,150.42	X		41,286.51
05/24/2019			101200 · US Bank Pay...	Funds Transfer	8,866.09	X		32,420.42
05/28/2019	7473	ICCFA	201100 · Accounts Pay...	2019-2020	99.00			32,321.42
05/28/2019	7474	Sparkletts	201100 · Accounts Pay...	5728175 032419	135.02			32,186.40

Temecula Public Cemetery District

6/10/2019 12:50 PM

Register: 101100 · US Bank Checking

From 05/01/2019 through 05/31/2019

Sorted by: Date, Type, Number/Ref

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Payment</b>	<b>C</b>	<b>Deposit</b>	<b>Balance</b>
05/28/2019	7475	Sun City Granite	201100 · Accounts Pay...	11103/1390/12...	440.00			31,746.40
05/28/2019	7476	US Bank	201100 · Accounts Pay...		3,404.61			28,341.79
05/30/2019			101300 · US Wash Ac...	Funds Transfer		X	28.53	28,370.32

Temecula Public Cemetery District

6/10/2019 12:51 PM

Register: 101200 · US Bank Payroll  
 From 05/01/2019 through 05/31/2019  
 Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
05/02/2019			101100 · US Bank Che...	Funds Transfer	10,000.00	X		9,440.62
05/02/2019			101100 · US Bank Che...	To transfer fun...		X	1,150.49	10,591.11
05/03/2019	AJE567		510040 · Regular Salar...	Green Cash Re...	6,786.39	X		3,804.72
05/03/2019	AJE567		510040 · Regular Salar...	Green Cash Re...	2,712.88	X		1,091.84
05/03/2019	AJE567		510040 · Regular Salar...	Monthly charg...	155.02	X		936.82
05/07/2019			116137 · Miscellaneou...	Deposit		X	1,150.49	2,087.31
05/11/2019	AJE567		101100 · US Bank Che...	Monthly autom...		X	411.30	2,498.61
05/13/2019			101100 · US Bank Che...	Funds Transfer		X	8,656.76	11,155.37
05/15/2019	AJE575		525030 · Paychex HR ...		414.15	X		10,741.22
05/17/2019	AJE571		510040 · Regular Salar...	Green Cash Re...	6,017.94	X		4,723.28
05/17/2019	AJE571		510040 · Regular Salar...	Green Cash Re...	2,510.88	X		2,212.40
05/17/2019	AJE571		510040 · Regular Salar...	Monthly charg...	127.94	X		2,084.46
05/24/2019			101100 · US Bank Che...	Funds Transfer		X	8,866.09	10,950.55
05/31/2019	AJE572		510040 · Regular Salar...	Green Cash Re...	6,149.89	X		4,800.66
05/31/2019	AJE572		510040 · Regular Salar...	Green Cash Re...	2,578.26	X		2,222.40
05/31/2019	AJE572		510040 · Regular Salar...	Monthly charg...	137.94	X		2,084.46

Temecula Public Cemetery District

6/10/2019 12:52 PM

Register: 101300 · US Wash Account

From 05/01/2019 through 05/31/2019

Sorted by: Date, Type, Number/Ref

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Payment</b>	<b>C</b>	<b>Deposit</b>	<b>Balance</b>
05/02/2019			100499 · Revenues to ...	Deposit		X	1,700.00	8,916.54
05/02/2019	7445	Michael Dugan	528980 · Meals		23.00			8,893.54
05/30/2019			-split-	Deposit		X	2,600.00	11,493.54
05/30/2019			-split-	Deposit		X	13,103.53	24,597.07
05/30/2019	2223	County of Riverside ...	-split-		15,703.53			8,893.54
05/30/2019			101100 · US Bank Che...	Funds Transfer	28.53	X		8,865.01



Date: 06/03/2019



On-Site Tasks Performed:

- X Reconcile three US Bank Cash Accounts
- X Reconcile four County Cash Accounts X Enter Property Tax Deposits as Necessary
- X Balance Voucher to County

X Journal activity and Reconcile two Wells Fargo Advisors Accounts using WFA Balancing spreadsheet.

- X Save the WFA Account Statements for the auditor
- X Reconcile two WFA interest receivable accounts
- X Print WFA Snapshot– for Board Packets

X Verify check sequence is intact.  
7449-7476

X Verify each check over \$2500 from the US Bank General account has two signatures. Note: US Bank Wash account checks to the county are exempt from this requirement.

- 7453 05/13/2019 Don Hansen Backhoe \$3100.00 OK
- 7472 05/24/2019 SDRMA Liability and Workers Compensation \$29,772.91 OK
- 7464 05/24/2019 Cal Pers Health Insurance \$4920.29 OK
- 7476 05/28/2019 US Bank Credit Card \$3404.61 OK

X Verify all checks to the GM have two signatures.  
None this cycle.

X Check monthly credit card statements for receipts and reasonableness. Initial credit card. Note that receipts are attached and expenses are reasonable.

X Discuss Management Use Only financial statements with the GM - Profit and loss two month, Balance sheet with prior year figures, and Profit and Loss Budget Performance.

X For the GM – Add Difference to Balance Sheet. In Excel, change the difference column text to white. Then for all reasonable totals/subtotals, change it to black.

X Update Endowment Allocation Schedule.

X Update Wash Account Analysis.

X Update Prepaid subledger and validate QB information.

X Read Agenda and Minutes of the previous Board Meeting.

Items to note:

- Continue work on 2019-2020 Budget
- Begin work on 2018-2019 Audit

Open items:



Temecula Public Cemetery District  
 Proposed Budget 07/01/19-06/30/20

Ordinary Income/Expense

	Jul 18	TOTAL Estimated	Approved Budget FYE 06/30/19	Proposed Budget FYE 06/30/20	Notes on the Figures
<b>Income</b>					
700001 · Property Taxes					
700020 · Prop Tax Current Secured	0.00	514,723.94	583,000.00	600,500.00	Estimated at close to
701020 · Prop Tax Current Unsecured	0.00	27,455.41	23,000.00	25,000.00	the actual through May
703000 · Prop Tax Prior Unsecured	0.00	1,330.62	1,000.00	1,000.00	\$653K plus the \$10k
704000 · Prop Tax Curr Supplemental	0.00	15,866.18	3,500.00	10,000.00	estimated Teeter and
705000 · Prop Tax Prior Supplemental	0.00	4,340.65	500.00	3,500.00	estimated other
706000 · Teeter Settlement	0.00	10,231.21	10,000.00	10,000.00	small taxes which are
707000 · RDA Apportionment	0.00	40,066.49	0.00	0.00	accrued in June
752800 · CA-Homeowners Tax Relief	0.00	12,166.04	4,500.00	7,000.00	
770100 · Property Tax - SBE	0.00	27,111.11	4,500.00	10,000.00	
<b>Total 700001 · Property Taxes</b>	<b>0.00</b>	<b>653,291.65</b>	<b>630,000.00</b>	<b>667,000.00</b>	
740020 · Interest and Dividend Income					
740020G · Interest on General Fnd at Cnty	0.00	16,579.68	10,000.00	14,500.00	Increased to more closely matched current estimated
740020E · Interest on Endow Fnd at County	0.00	3,228.25	500.00	3,000.00	Increased to more closely matched current estimated
740020O · Interest on ACO at County	0.00	29,091.61	9,000.00	22,000.00	Increased to more closely matched current estimated
740021 · Interest - Wells Fargo Advisors	3,753.76	53,984.86	35,000.00	50,000.00	Increased to more closely matched current estimated
740022 · Dividend Income - WFA	668.51	8,981.33	5,500.00	5,500.00	Increased to more closely matched current estimated
<b>Total 740020 · Interest and Dividend Income</b>	<b>4,422.27</b>	<b>111,865.73</b>	<b>60,000.00</b>	<b>95,000.00</b>	
770001 · Other Revenue					
770100E · Endowment	18,175.00	169,283.33	150,000.00	175,000.00	Increased to more closely matched current estimated
777030 · Marker Setting	750.00	11,520.00	10,000.00	10,000.00	Estimated at just under current year estimated
777040 · Open, Close Fees	2,650.00	34,150.00	36,000.00	38,000.00	Increased to more closely matched current estimated
777520 · Sale of Lots	3,775.00	52,276.67	60,000.00	70,000.00	Increased to more closely matched current estimated
777530 · Cremation	700.00	21,900.00	11,000.00	15,000.00	Increased to more closely matched current estimated

# Temecula Public Cemetery District Proposed Budget 07/01/19-06/30/20

	Jul 18	TOTAL Estimated	Approved Budget FYE 06/30/19	Proposed Budget FYE 06/30/20	Notes on the Figures
777600 · Cenotaph	0.00	0.00	500.00	300.00	Immaterial budget - limited activity anticipated
780160 · Vaults, Flower Vases, etc.	1,220.00	12,095.00	11,000.00	12,000.00	Increased to more closely matched current estimated
781360 · Other Misc. Revenue	25,000.00	25,654.62	200.00	500.00	Immaterial budget - limited activity anticipated (incl petty cash income)
<b>Total 770001 · Other Revenue</b>	<b>52,270.00</b>	<b>326,879.62</b>	<b>278,700.00</b>	<b>320,800.00</b>	
<b>Total Income</b>	<b>56,692.27</b>	<b>1,092,037.00</b>	<b>968,700.00</b>	<b>1,082,800.00</b>	
<b>Expense</b>					
<b>510000 · Salaries and Employee Benefits</b>					
510040T · Regular Salaries.					
510040 · Regular Salaries	10,976.03	242,563.11	230,000.00	246,300.00	Based on Wage Modeling
510330 · Year End Bonuses	0.00	4,212.17	5,000.00	5,000.00	Based on Wage Modeling
515100 · Life Insurance Policy	35.64	427.68	450.00	450.00	Same as Prior Year - GM Only
<b>Total 510040T · Regular Salaries.</b>	<b>11,011.67</b>	<b>247,202.96</b>	<b>235,450.00</b>	<b>251,750.00</b>	
<b>513000T · Retirement - Miscellaneous</b>					
518000 · Employer Contributions-457	1,241.64	12,633.27	15,000.00	12,500.00	Based on Wage Modeling
551000 · Employee Contributions	420.81	31.45	0.00	0.00	Should be zero
<b>Total 513000T · Retirement - Miscellaneous</b>	<b>1,662.45</b>	<b>12,664.72</b>	<b>15,000.00</b>	<b>12,500.00</b>	
<b>513120T · Retirement - Social Security</b>					
513120 · Social Security	689.80	15,885.96	15,000.00	16,000.00	Based on Wage Modeling
513140 · Medicare Tax	161.33	3,715.45	3,500.00	4,000.00	Based on Wage Modeling
<b>Total 513120T · Retirement - Social Security</b>	<b>851.13</b>	<b>19,601.41</b>	<b>18,500.00</b>	<b>20,000.00</b>	
<b>515080T · Health Insurance (eer share)</b>					
515081 · Health Insurance	5,108.57	60,658.36	62,000.00	67,000.00	Based on Wage Modeling
515082 · Vision Insurance	73.02	770.36	1,100.00	1,100.00	Based on Wage Modeling
515083 · Dental Insurance	307.28	5,025.28	4,400.00	4,400.00	Based on Wage Modeling
<b>Total 515080T · Health Insurance (eer share)</b>	<b>5,488.87</b>	<b>66,454.00</b>	<b>67,500.00</b>	<b>72,500.00</b>	
515260T · Unemployment Insurance					

**Temecula Public Cemetery District  
Proposed Budget 7/01/19-06/30/20**

	Jul 18	TOTAL Estimated	Approved Budget FYE 06/30/19	Proposed Budget FYE 06/30/20	Notes on the Figures
517000 · Workers Comp Insurance	1,147.40	14,380.15	16,000.00	19,100.00	Actual Per the SDRMA Invoice
515060 · State Unemployment Ins EDD	0.00	0.00	1,000.00	1,000.00	Unknown - Budget for same as previous year
513130 · CA SUI	55.65	2,293.70	3,000.00	3,000.00	Budget close to actual
<b>Total 515260T · Unemployment Insurance</b>	<b>1,203.05</b>	<b>16,673.85</b>	<b>20,000.00</b>	<b>23,100.00</b>	
<b>Total 510000 · Salaries and Employee Benefits</b>	<b>20,217.17</b>	<b>362,596.94</b>	<b>356,450.00</b>	<b>379,850.00</b>	
<b>520000 · Services and Supplies</b>					
<b>529540T · Utilities</b>					
520320 · Telephone Service	95.28	0.00	3,400.00	2,400.00	Aerosurf - Phone, Internet - \$200 month
520845 · Trash	258.12	258.12	3,300.00	3,300.00	Budget close to actual
529500 · Electricity	93.03	3,834.07	5,000.00	5,000.00	Budget close to actual
<b>Total 529540T · Utilities</b>	<b>446.43</b>	<b>6,933.30</b>	<b>11,700.00</b>	<b>10,700.00</b>	
<b>524520T · Administrative Expenses</b>					
518160 · Board Stipend	0.00	9,450.00	15,000.00	12,000.00	5 trustees, 12 mtgs/yr, 3 local meetings No payments for conference
520115 · Uniforms - Replacement Clothing	403.23	2,800.70	1,800.00	3,100.00	Boots - \$200 per employee, \$207/mo for uniforms
520230 · Cellular Phone	234.90	2,637.68	4,500.00	3,100.00	Budget close to actual
520240 · Answering Service	221.65	0.00	2,800.00	0.00	No longer have service
520705 · Food	70.90	479.84	1,200.00	1,100.00	Decrease slightly to come closer to actual
520930 · Insurance - Liability	766.33	9,195.96	9,200.00	10,700.00	Actual per SDRMA Invoice
523100 · Memberships	475.00	2,616.00	2,200.00	2,600.00	Budget close to actual
523290 · Bank Charges	21.00	323.00	350.00	350.00	Budget close to actual
523621 · Subscriptions	0.00	275.53	400.00	2,000.00	Budget close to actual plus annual Cemsites subscription \$1760
523660 · Computer Service	28.79	7,311.98	7,500.00	8,000.00	Budget close to actual
523700 · Office Supplies	0.00	470.79	2,600.00	2,000.00	Decrease slightly to come closer to actual
523720 · Photocopies	0.00	1,930.55	2,700.00	2,400.00	Decrease slightly to come closer to actual
523760 · Postage/Mailing	0.00	455.50	1,100.00	1,000.00	Decrease slightly to come closer to actual
523840 · Computer Equip/Software/T1	0.00	2,313.01	4,000.00	3,500.00	Decrease slightly to come closer to actual

# Temecula Public Cemetery District Proposed Budget 07/01/19-06/30/20

	Jul 18	TOTAL Estimated	Approved Budget FYE 06/30/19	Proposed Budget FYE 06/30/20	Notes on the Figures
524520 · County Journal Recording	0.00	610.77	2,400.00	2,000.00	\$160 each month
524540 · Payroll Processing Services	300.39	4,224.30	3,800.00	4,200.00	Increase slightly to come closer to actual
524560 · Auditing	0.00	11,620.00	12,000.00	12,000.00	Budget close to actual
524561 · Accounting	950.00	7,556.25	7,400.00	7,500.00	Budget close to actual with 5% increase
524566 · Temp for e-File	0.00	0.00	10,000.00	9,000.00	Project not yet started - estimated cost
524800 · Drug Testing/Pre-Employment	0.00	0.00	600.00	200.00	Estimated cost for one new employee
525025 · Legal - General Counsel	1,490.00	23,196.23	50,000.00	30,000.00	Decreased estimates as we anticipate less legal issues on the land
525030 · Paychex HR Support	414.15	4,969.80	5,000.00	5,400.00	Estimated \$450 monthly
526420 · Advertising	0.00	1,906.35	1,500.00	1,800.00	Decrease slightly to come closer to actual
527280 · Awards/Recognition	0.00	25.00	900.00	0.00	None anticipated
527880 · Training/ Staff	196.50	387.88	3,500.00	3,500.00	Toastmasters for Admin, Irrigation and Construction for Foreman
528140 · Conferences and Meetings	3,227.25	34,049.17	42,000.00	47,000.00	Budget same as prior year plus \$5k or Board Assessment
528980 · Meals	264.62	1,197.66	2,000.00	2,000.00	Budget same as prior year
528990 · Semi-Annual Team Dinner	0.00	2,605.79	3,600.00	3,600.00	Budget same as prior year
529040 · Private Mileage Reimbursement	134.76	1,839.52	2,500.00	2,500.00	Budget same as prior year
529050 · Website	50.00	600.00	1,000.00	1,000.00	Budget same as prior year
529550 · Water	0.00	1,588.82	1,600.00	1,600.00	Budget same as prior year
<b>Total 524520T · Administrative Expenses</b>	<b>9,249.47</b>	<b>137,081.38</b>	<b>205,150.00</b>	<b>185,150.00</b>	
<b>524500T · Operational Expenses.</b>					
521420 · Maint-Field Equipment	1,541.94	4,027.14	10,000.00	10,000.00	Budget same as prior year
522310 · Maint-Building Improvements	0.00	1,708.87	2,500.00	2,500.00	Budget same as prior year
522320 · Maint - Grounds	385.14	9,188.92	14,000.00	17,000.00	New company coming in to kill clover - \$7k annually
522360 · Maintenance-Extermination	450.00	5,676.00	6,000.00	6,000.00	Budget same as prior year
523250 · Repurchase	0.00	3,000.00	3,500.00	3,500.00	Budget same as prior year
523800 · Engraving Expense	95.00	1,635.00	1,500.00	1,600.00	Higher due to new niche wall
525320 · Security Guard Services	0.00	200.00	250.00	250.00	Budget same as prior year

Temecula Public Cemetery District  
 Proposed Budget 7/01/19-06/30/20

	Jul 18	TOTAL Estimated	Approved Budget FYE 06/30/19	Proposed Budget FYE 06/30/20	Notes on the Figures
525600 · Security	585.46	2,959.38	3,600.00	3,600.00	Budget same as prior year
527100 · Fuel	148.95	1,912.84	2,500.00	2,500.00	Budget same as prior year
527180 · Operational Supplies	556.91	13,362.34	14,000.00	14,000.00	Budget same as prior year
528020 · Inventory	0.00	10,247.56	10,000.00	10,500.00	Increase slightly to come closer to actual
<b>Total 524500T · Operational Expenses.</b>	<b>3,763.40</b>	<b>53,918.05</b>	<b>67,850.00</b>	<b>71,450.00</b>	
<b>Total 520000 · Services and Supplies</b>	<b>13,459.30</b>	<b>197,932.73</b>	<b>284,700.00</b>	<b>267,300.00</b>	
<b>530000 · Other Charges</b>					
<b>535540T · Depreciation Building</b>					
585000 · Depreciation	0.00	50,834.73	0.00	0.00	We do not budget for Depreciation
<b>Total 535540T · Depreciation Building</b>	<b>0.00</b>	<b>50,834.73</b>	<b>0.00</b>	<b>0.00</b>	
530100 · Miscellaneous non-operating exp	327.78	2,227.55	4,000.00	4,000.00	Budget same as prior year as this is close to actual
530100E · Misc Endowment Expense	0.00	1,150.00	0.00	0.00	We do not budget for Misc Endowment Expense
<b>Total 530000 · Other Charges</b>	<b>327.78</b>	<b>54,212.28</b>	<b>4,000.00</b>	<b>4,000.00</b>	
<b>540000 · Capital Assets</b>					
<b>542060T · Cemetery Grounds</b>					
542040 · Buildings, Capital Projects	0.00	0.00	135,000.00	135,000.00	Budget same as prior year
542060 · Improvements -Building	0.00	4,800.00	6,000.00	6,000.00	Budget same as prior year
542065 · Tree Renovaton	0.00	9,700.00	5,000.00	17,250.00	Increased due to Estimates for Tree Maintenance
542300 · Office Renovation	0.00	0.00	6,000.00	6,000.00	Budget same as prior year
542060T · Cemetery Grounds - Other	0.00	0.00	6,000.00	6,000.00	Budget same as prior year
<b>Total 542060T · Cemetery Grounds</b>	<b>0.00</b>	<b>14,500.00</b>	<b>158,000.00</b>	<b>170,250.00</b>	
<b>540040T · Land, Purchase of Land</b>					
540042 · Future Cemetery Property	0.00	16,900.00	200,000.00	150,000.00	Unknown costs
<b>Total 540040T · Land, Purchase of Land</b>	<b>0.00</b>	<b>16,900.00</b>	<b>200,000.00</b>	<b>150,000.00</b>	
<b>546020T · Equipment, etc</b>					
542070 · Well Motor	0.00	0.00	75,000.00	75,000.00	Budget same as prior year

# Temecula Public Cemetery District Proposed Budget 07/01/19-06/30/20

	Jul 18	TOTAL Estimated	Approved Budget FYE 06/30/19	Proposed Budget FYE 06/30/20	Notes on the Figures
546020 · Equipment Automotive	0.00	1,104.48	17,000.00	17,000.00	Budget same as prior year
546240 · Mapping Software	0.00	4,760.00	7,000.00	7,000.00	Budget same as prior year
<b>Total 546020T · Equipment, etc</b>	0.00	5,864.48	99,000.00	99,000.00	
<b>Total 540000 · Capital Assets</b>	0.00	37,264.48	457,000.00	419,250.00	
551100E · Cont to Other Funds - End	0.00	0.00	173,550.00	256,650.00	
551100G · Cont to Other Funds - Gen	0.00	0.00	150,000.00	175,000.00	
<b>Total Expense</b>	34,004.25	652,006.43	1,425,700.00	1,502,050.00	
<b>Net Ordinary Income</b>	22,688.02	440,030.57	-457,000.00	-419,250.00	
<b>Other Income/Expense</b>					
<b>Other Income</b>					
731000 · Realized Gain (Loss) on Invest	0.00	0.00	0.00	0.00	We do not budget for Realized Gain/Loss
731100 · Unrealized Gain (Loss) on Invest	-2,741.38	47,033.91	0.00	0.00	We do not budget for Unrealized Gain/Loss
<b>Total Other Income</b>	-2,741.38	47,033.91	0.00	0.00	
<b>Net Other Income</b>	-2,741.38	47,033.91	0.00	0.00	
<b>Net Income</b>	<b>19,946.64</b>	<b>487,064.48</b>	<b>-457,000.00</b>	<b>-419,250.00</b>	

\*\* This will be a 'plug'. Net Ordinary Income = Negative Total 540000 Capital Assets  
 \*\*This must equal 770100E

Not yet considered  
 Formula - Do not Change





May 22, 2019

Ms. Cindi Beaudet  
Temecula Public Cemetery District  
41911 C St  
Temecula, CA 92592-3053

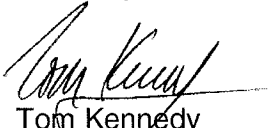
Dear Ms. Beaudet,

It is with great pleasure that I forward for your consideration a candidate statement for Director Michael Mack who is seeking your support for the Southern Network (Seat B) of the California Special Districts Association Board of Directors.

Director Mack has served on the Rainbow Municipal Water District Board of Directors since 2016. He is actively involved in CSDA, serving on the Elections and Bylaws Committee, as well as with the Association of California Water Agencies.

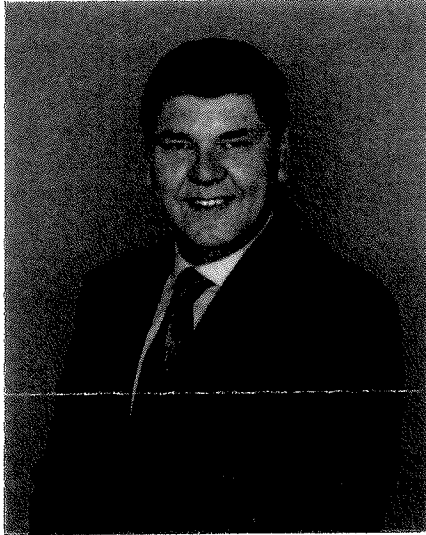
Attached you will find a candidate's statement summarizing some of his many accomplishments. I encourage you to forward this information to your Board of Directors and consider supporting his candidacy for the 2019 elections which will take place June 17th to August 9th. Please do not hesitate to contact me, if you need additional information or if you would like him to contact your Board of Directors.

Sincerely,



Tom Kennedy  
General Manager

## **ENDLESS POSSIBILITIES**

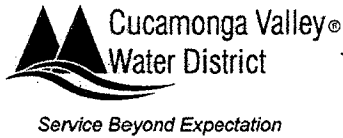


My name is Michael Mack and I am honored to be seeking election to be on the Board of Directors of California Special Districts Association.

I was elected to the Rainbow Municipal Water District Board of Directors in December 2016 and appointed to serve as the District's representative at both ACWA and CSDA. My background includes a degree in horticulture and worked for the City of San Marcos for over thirty years. As the Parks Department Supervisor, I had many responsibilities including reviewing plans and inspection of new park and street median installations. I was both a Certified Playground Inspector and Irrigation Auditor. One of my main responsibilities was ensuring efficient usage of water resources. I calculated, determined, and programmed water requirements for the plant material for all parks and street medians within the City.

I have learned the importance of CSDA is we are the support system to help ensure efficient and productive services to both small and large communities throughout California at the local level of city governments. As your CSDA Board Member, I see endless possibilities and promise to tackle and meet the challenges our districts face. We all must work together for present and future needs for our special districts and by doing so we can and will achieve our goals. We must be proactive with our legislators and with this energy and commitment we can make the difference between success and failure.

I am very honored to have this chance to serve all of you and given this opportunity. I feel extensive service and experience in the public sector, I will work effortlessly to make those endless possibilities become reality.



10440 Ashford Street, Rancho Cucamonga, CA 91730-2799  
P.O. Box 638, Rancho Cucamonga, CA 91729-0638  
(909) 987-2591 Fax (909) 476-8032

**John Bosler**  
Secretary/General Manager/CEO

April 19, 2019

Ms. Cindi Beaudet  
Temecula Public Cemetery District  
41911 C St  
Temecula, CA 92592-3053

Dear Ms. Beaudet,

It is with great pleasure that I forward for your consideration a candidate statement for Director Kathleen Tieg who is seeking your support for the Southern Network (Seat B) of the California Special Districts Association Board of Directors.

Director Tieg has served admirably on the Cucamonga Valley Water District Board of Directors since 2005. She is actively involved in CSDA, as well as with the Association of California Water Agencies, and has served in numerous leadership positions with both organizations.

Attached you will find a candidate's statement summarizing some of her many accomplishments. You will also get a true sense of her integrity as a leader and her passion as an advocate for special districts throughout California. Also, Director Tieg will attend Special Districts Legislative Days being held in Sacramento May 21-22, 2019 if you would like to meet her in person and discuss her commitment to serving you and your district.

I encourage you to forward this information to your Board of Directors and consider supporting her candidacy for the 2019 elections which will take place June 17<sup>th</sup> to August 9<sup>th</sup>. Please do not hesitate to contact me, if you need additional information or if you would like her to contact your Board of Directors. Thank you for your consideration in this matter.

Sincerely,

John Bosler  
General Manager/CEO

James V. Curatalo Jr.  
President

Luis Cetina  
Vice President

Oscar Gonzalez  
Director

Randall James Reed  
Director

Kathleen J. Tieg  
Director

6-B

# Kathleen J. Tiegs

2020-2022 California Special Districts Association  
Board of Directors, Southern Network, Seat B



I am pleased to share with you my interest in serving as the Southern Network, Seat B, representative for the California Special Districts Association (CSDA) Board of Directors. Through my involvement with CSDA since 2011, I have served with great passion and commitment on the Board of Directors, and the Membership, Legislative, and By-laws Committees.

My experience on the Cucamonga Valley Water District (CVWD) Board of Directors has provided me with a solid foundation to lead. Elected to the CVWD in November 2005, I have served as the Board President and currently serve on the Legislative and Outreach, and Human Resources/Risk Management Committees. From 2014 to 2017 I was honored to serve in the capacity of President and Vice President of the Association of California Water Agencies (ACWA). My duties at ACWA provided me the extremely valuable opportunity to effectively dialogue with special districts across the state on the important issues they are facing and how we can solve them.

I also served on the Association of San Bernardino County Special Districts Board of Directors from 2010 – 2015 where I developed a network of colleagues in a variety of agencies with a common goal of serving the needs of our constituents. There are numerous critical issues that confront special districts today; these challenges will require strong, experienced leadership, as well as a commitment to preserving the special district's mission to make communities better by providing core local services and taking action through community collaboration.

Thank you for allowing me to share with you my experience, leadership and knowledge. I look forward to serving you and the entire CSDA organization.

With Best Regards,

*Kathleen J. Tiegs*



**PALMDALE WATER DISTRICT**

A CENTURY OF SERVICE

June 3, 2019

**BOARD OF DIRECTORS**

**ROBERT E. ALVARADO**  
Division 1

**DON WILSON**  
Division 2

**GLORIA DIZMANG**  
Division 3

**KATHY MAC LAREN**  
Division 4

**VINCENT DINO**  
Division 5

Temecula Public Cemetery District  
ATTN: Ms. Cindi Beaudet  
General Manager  
41911 C St  
Temecula, CA 92592-3053

**RE: SUPPORT FOR CSDA SEAT "B" IN SOUTHERN NETWORK**

Dear Ms. Beaudet:

Palmdale Water District is honored to nominate Dennis LaMoreaux to serve on the Southern Network Board of Directors for the California Special Districts Association (CSDA). We respectfully request your support and vote in the upcoming election for Dennis to represent you. Enclosed is his candidate statement explaining his background and extensive qualifications that are critical for the continued success of the CSDA Board.

Dennis fully understands the important role special districts play to efficiently and responsibly provide services for the people of California. He is fully committed to strengthening the understanding of our role and helping to ensure we remain viable in California. Dennis' dedication, loyalty, knowledge and work ethic have made him a stellar leader for Palmdale Water District. We are confident that he will be a true asset to the Southern Network Board with your support.

Very truly yours,

  
VINCENT DINO,  
President

  
KATHY MAC LAREN,  
Vice-President

Enclosure

cc: PWD Board of Directors

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**DENNIS D. LaMOREAUX**  
General Manager

**ALESHIRE & WYNDER LLP**  
Attorneys



# VOTE FOR DENNIS D. LaMOREAUX CSDA SOUTHERN NETWORK BOARD SEAT "B"

Fellow Southern Network CSDA Members,



**PALMDALE WATER DISTRICT**  
A CENTURY OF SERVICE



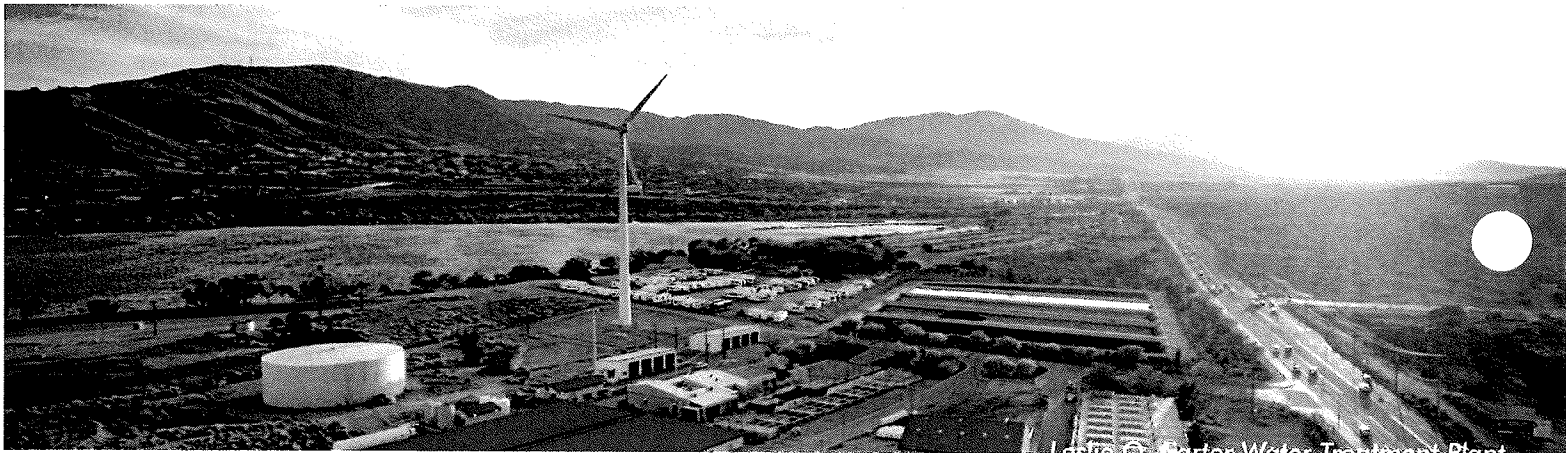
Dennis D. LaMoreaux

I respectfully ask for your support to be the Seat "B" Board member for our area. I have worked with special districts in California for more than three decades and am confident that I have the skills, experience and commitment to be a strong proponent for our Network. There were several challenges and changes to special districts during my tenure. These include Little Hoover Commission reports, gaining representation on Local Agency Formation Commissions, and multiple efforts to better inform and educate State legislators. These challenges were handled successfully and made us stronger and more unified. My involvement with these matters will be helpful for both our Network and the entire Association as new issues arise.

My 30-plus years with special districts have been with Palmdale Water District and Rosamond Community Services District. Palmdale Water District celebrated 100 years of serving the community in 2018. It is a medium-sized water district with about 27,000 water service connections. It is a State Water Contractor that operates in an adjudicated groundwater basin and owns two surface water reservoirs and dams. Rosamond Community Services District was formed in 1966 to provide services in its area. It is a smaller district with 5,103 water and 4,738 sewer connections. It also operates streetlights and provides graffiti abatement. My experience in these different types of districts is valuable and gives a well-rounded background to understand and advocate for our Network.

The Southern Network has a large area and nearly 200 member agencies. I am fully committed to representing the entire Network as a board director. With your votes, I will be honored to work with current Southern Network Directors Arlene Schafer and Jo MacKenzie to make sure our needs are met and are well represented within the full CSDA Board.

*Dennis D. LaMoreaux*





**SERRANO WATER DISTRICT**  
**18021 EAST LINCOLN STREET**  
**VILLA PARK, CA 92861-6446**  
**714-538-0079**

**Directors**

C.L. "Larry" Pharris, Jr., President

Greg Mills, Vice President

Frank O. Bryant

Jerry L. Haight

Brad Reese

Jerry Vilander, General Manager

May 6, 2019

Dear President and/or General Manager:

It is my honor to request your agency's support and vote for election to CSDA Seat B (California Special Districts Association) for the 2020-2022 term. Please disseminate this letter and attached candidate statement of experience to your agency's governing board.

I have served on the Serrano Water District Board for over three years and am currently the Board Vice President providing solid leadership and guidance with the District's Finance and Insurance Committees. Additionally, I have served as the District's representative for the ACWA-JPIA Insurance Committee for the past year.

Previously, I served on the Villa Park City Council for a four-year term including one term as Mayor and another as Mayor Pro-Tem. During my tenure with the City of Villa Park, I was very involved and an active participant in many sensitive community issues including the Community Development Committee, shortening the permitting process. Additionally, I served on the Orange County Sanitation District as a Board Member for two years proactively involved in many of the improvements that residents benefit from today. I also served a three-year term on the Orange County Vector Control District.

During my tenure here at Serrano Water District, I have been instrumental in spearheading financial programs, planning and fiscal analysis including capital improvement programs and ensuring that the District is providing high-quality water to its constituents in the most cost-effective manner. My personal commitment to the Serrano Water Districts ratepayer is emblematic of the successful stewardship towards ensuring that all assets are maintained and replaced within best industry practices.

Additionally, I have been fundamentally involved with the District's long-term planning including common sense initiatives for maximum rate payer benefit at minimum cost. I possess a solid understanding of Special Districts and believe that they provide better governance and

May 6, 2019

Page 2

improved local control. Also, I am actively involved with attending LAFCO meetings which provides me with the knowledge and skills necessary to work collaboratively in the best interest of Special Districts. Again, I am requesting your vote for the CSDA Seat B position. I am committed to working with all of the voting agencies to accomplish their goals. My statement of qualifications is attached for your perusal.

If you have any questions, kindly contact our General Manager, Jerry Vilander, at (714) 538-0079 or through email at [jerryv@serranowater.org](mailto:jerryv@serranowater.org). Thank you for considering me for the CSDA Seat B position.

Sincerely,

A handwritten signature in black ink that reads "Greg Mills". The signature is written in a cursive, flowing style.

Greg Mills  
Serrano Water District, Vice President

cc: Board of Directors  
Jerry Vilander, General Manager

Attachment



# **Greg Mills**

## **Seat B CSDA**

### **EXPERIENCE**

#### **BUSINESS**

- Small business owner – fifteen years
- Analytical Chemist – six years
- Process Engineer – six years
- Technical Marketing Manager – three years
- Marketing Director – three years
- Marketing Executive – five years

#### **COMMUNITY INVOLVEMENT**

- Board Member (Vice President) - Serrano Water District three years
- Villa Park City Councilman – four years; One term Mayor and one term Mayor Pro-Tem (one year each)
- Orange County Sanitation District - Director two years
- Orange County Vector Control District - Director three years
- ACWA-JPIA - Representative Serrano Water District
- Villa Park Family Picnic – five years
  - Chair – three years
- Eagle Scout
- Villa Park Rotary - Board member twenty-one years.
  - Club President; Paul Harris Fellow
- Indian Princess YMCA - seven years
- Orange Elks Lodge – seven years

#### **PROFFESIONAL**

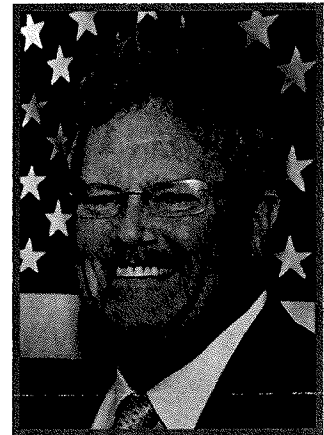
- American Chemical Society – thirty years
- CS Mantech – eleven years
- PDA (Parenteral Drug Association)– five years
- ISPE (International Society of Pharmaceutical Engineering – eight years
- SEMI (Semiconductor Equipment and Manufacturer Institute – nine years
- Optical Society of America – four years
- MEPTEC
- AVS (American Vacuum Society)
  - ICMCTF

#### **EDUCATION**

- B.A., Chemistry – Illinois College
  - Phi Alpha President/Vice President
- M.S., Engineering Management – Santa Clara University

#### **PERSONAL**

- Married – 25 years. Wife: Journalist and active member of the community. One daughter currently at university.





## Cindi Beaudet

---

**From:** Patrick O'Rourke <pkorourke@gmail.com>  
**Sent:** Thursday, May 09, 2019 7:18 PM  
**To:** Patrick O'Rourke  
**Subject:** Special District Risk Management Authority (SDRMA) 2019 Board Election

To: SDRMA Member Organization  
C/o: General Manager / Board President

You should be receiving a letter from SDRMA in the mail, very soon, regarding the upcoming 2019 election for SDRMA Board of Directors. There are 5 candidates to be elected to 3 open board positions. SDRMA member organization ballots must be received by SDRMA no later than 4:30 p.m. on August 21st, 2019.

I, Patrick O'Rourke, have submitted my candidacy and would appreciate your organization's vote. SDRMA should be providing my "Statement of Qualifications," along with those of the other candidates.

I wanted to also provide you with my direct contact information (below) to answer any questions you may have concerning my candidacy. I would also like to try to make myself available to speak to your board members (via telephone or video teleconference) at your upcoming board meeting when this election item is on your public agenda, if your board officers/membership should so desire. Having such conversation would be an excellent way for me to learn what the needs and concerns of SDRMA members may be, and how I can best serve you as an SDRMA Board Member.

If you would like to schedule a time that I could talk with your board members, please contact me via email or telephone with the details (day/time) of your upcoming public board meeting when you will be making a decision on this 2019 SDRMA Board Election, along with the approximate agenda time for this Board Election item, and any conferencing/connection details. I will look forward to the opportunity to talk/visit with your members at your upcoming meeting, and take note of any concerns and questions that you may have so that I can best serve and represent the entire membership of SDRMA on the Special District Risk Management Authority's Board of Directors. Thank you so much for anticipated support!

Very Best Regards,

Patrick

Patrick K. O'Rourke, M.P.A./C.F.R.M.  
2019 Immediate Past Chair; 2018 Board Chair; Member of Executive Committee; Member of Loan Committee:  
Redwood Region Economic Development Commission (RREDC is a 19-member Joint Powers Authority)  
City Council Member: City of Ferndale "The Victorian Village"  
Master of Public Affairs-Nonprofit Management  
Certification in Fund Raising Management  
P.O. Box 571  
Ferndale, CA 95536-0571 U.S.A.  
1-707-726-6700  
[pkorourke@gmail.com](mailto:pkorourke@gmail.com)





PUBLIC  
CEMETERY  
ALLIANCE

SERVING PUBLIC CEMETERIES THROUGH EDUCATION, COMMUNICATION & TEAMWORK

**2019 ANNUAL CONFERENCE**  
**AUGUST 15 - 18, 2019**  
**GRANLIBAKKEN, TAHOE CITY, CA**  
**CONFERENCE REGISTRATION**

**Registration due August 1, 2019**

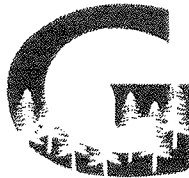
**NOTE: PCA Registration Fee WAIVED for PCA Members this year!**

**District** \_\_\_\_\_

**Contact Person** \_\_\_\_\_ **Phone** \_\_\_\_\_

Attendee Name	Title	Conference Supplement*	Amount
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

**TOTAL AMOUNT ENCLOSED \$** \_\_\_\_\_



GRANLIBAKKEN  
TAHOE

**Room Reservations**  
 725 Granlibakken Rd.  
 Tahoe City, CA 96145  
 800-543-3221

**Mention Public Cemetery Alliance—PCA**  
 (see attached room information)  
 Make reservations no later than July 8, 2019.

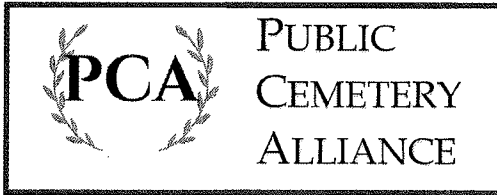
**NOTE:** Granlibakken room charges are all-inclusive—  
 please see attached lodging information.

**\*Conference Supplements**

1. If attending conference but not lodging at Granlibakken, there is a \$100 per day charge.
2. Spouses/Guests pay \$70 per day covering meals.

**Submit registration and payment by Aug. 1, 2019 to:**

Public Cemetery Alliance  
 5646 Lincoln Blvd.  
 Oroville, CA 95966  
 530-533-2920



SERVING PUBLIC CEMETERIES THROUGH EDUCATION, COMMUNICATION & TEAMWORK

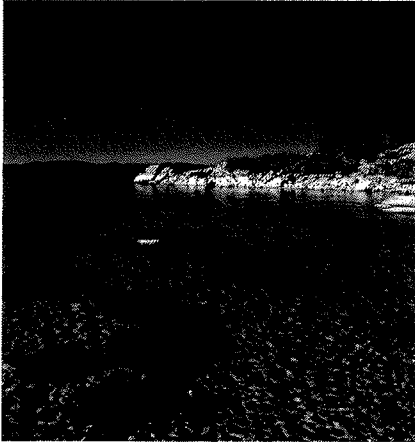
**2019 ANNUAL CONFERENCE & 25TH ANNIVERSARY CELEBRATION**

**AUGUST 15 - 18, 2019**

**AT TAHOE CITY'S**



**GRANLIBAKKEN  
TAHOE**



**PROGRAM**

**Thursday, August 15th**

2:00—3:30 p.m.	Registration
3:00—5:00 p.m.	Vendor Setup
3:30—4:30 p.m.	1. Round Table—Dealing With Unruly Funeral Services Moderator: Dennis Cassella Panel: Matt Melugin, Jeff Rogers, Ken Moeller, [Peace Officer], Mark Velasquez, Best Best & Krieger LLP attorneys
	2. Coaching Employees for Improved Performance John Anderson, PCA President
5:00—6:00 p.m.	Registration
5:30—6:30 p.m.	No-Host Cocktail Hour
6:00—7:30 p.m.	Welcome Dinner—Vendor Introductions

**Friday, August 16th**

Before 7:45 a.m.	Vendor Setup
7:00—9:00 a.m.	Breakfast
8:00—9:00 a.m.	Registration
8:30—9:00 a.m.	President's Welcome & Introduction to Granlibakken

# PROGRAM (continued)

**Friday, August 16th**

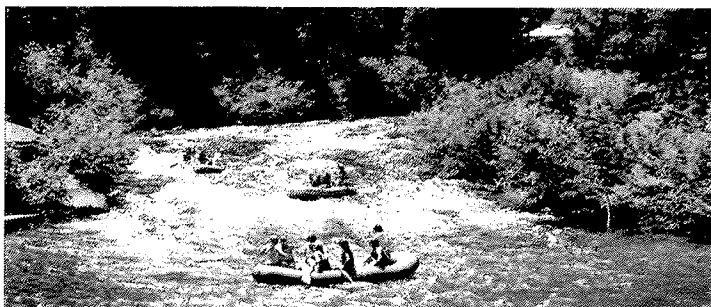
9:00—10:00 a.m.	A Supervisor's View of District Cemeteries by Randy Fletcher, Yuba County Supervisor
10:00—10:30	<b><i>Vendor Break—Please visit our vendors whose generous support of PCA is sincerely appreciated.</i></b>
10:30—12:00	1. Website Compliance under the California Public Records Act David Melton, Porter Scott attorneys Sloan Dell-Orto, Streamline
	2. The Hiring Process—Do's and Don'ts Colleen Howard, Porter Scott attorneys
12:00—1:30	Lunch
	<ul style="list-style-type: none"> <li>◆ PCA Annual Membership Meeting                             <ul style="list-style-type: none"> <li>- Call for PCA Board of Director Nominations</li> <li>- Review &amp; Approval of revised PCA Bylaws</li> <li>- Discussion and approval of venue for 2020 Annual Meeting</li> <li>- Distribute ballots and voting for PCA Directors</li> </ul> </li> <li>◆ Gift Basket Raffle</li> </ul>
1:30—2:30	[Speaker—TBA]
2:30—3:00	Vendor Break—Please visit our vendors whose generous support of PCA is sincerely appreciated.
3:00—4:00	1. Recent Development in Employment Litigation Derek Haynes, Porter Scott attorneys
	2. All About LAFCo John Benoit, LAFCo Exec. Director, multiple counties
4:00—5:00	<ul style="list-style-type: none"> <li>* Announcement of Election results</li> <li>* PCA Board of Directors meeting</li> </ul>
5:30—6:30	Beer & Wine Reception (Complimentary)
6:00—7:30	Dinner & Award Presentation



# PROGRAM (continued)

**Saturday, August 17th**

7:00—9:00 a.m.	Breakfast
8:30—9:00	2018 Cemetery of the Year Award Presented by: Craig Forrey, Manager, Auburn Cemetery District
9:00—10:00	1. 20 Most Common Cemetery Accidents & Risks Mark Marshall, GSRMA
	2. Trustees Duties & Responsibilities Sean De Burgh, Cole Huber LLP attorneys
10:00—10:30	Vendor Break—Please visit our vendors whose generous support of PCA is sincerely appreciated.
10:30—12:00	1. Emergency Planning & Preparation Golden State Risk Management Authority
	2. Purchasing & Contracting Scott Huber, Cole Huber LLP attorneys
12:00 - 1:30	Lunch
1:30—2:30	1. The Interactive Process—Returning an Injured Worker to the Job Presenter—Open
	2. The Importance of Investigating Employee Complaints Presenter—Dave Ritchie, Cole Huber LLP attorneys
2:30—3:30	ROUND TABLE QUESTIONS & ANSWERS Several of our speakers will return to answer questions that you may not have had an opportunity to ask before.
2:30—6:00	FREE TIME to visit sights and attractions around beautiful Lake Tahoe. * Sightseeing * Shopping * Hiking * Zipline * Tahoe Treetop Adventure * Paddle Board * Rafting * Resting . . .
6:00—7:00	No-Host Cocktail Hour
6:30—8:00	PCA 25th Anniversary Celebration Dinner ◆ History of the Public Cemetery Alliance ◆ 50/50 Raffle Drawing
8:30—10:00	Complimentary Beer, Wine & Music around the Firepit





## GRANLIBAKKEN LODGING CHOICES

*\*Each unit is individually owned, but decorated and maintained pursuant to Granlibakken's standards. Therefore, room décor and configuration varies room to room. Your reserved room may not look exactly like the photos below.\**



### ROOMS WITHIN TOWNHOUSES

Each room within a townhouse is a Standard Bedroom (as seen below) and charged at the standard rate. Each room has its own keycard access and private bathroom. The townhouse has a shared living space, kitchen and dining area. You may request a room within a townhouse and Granlibakken will assign other participants from the conference to occupy the other rooms within the townhouse. If you would like to share a townhouse with specific participants, please note this on the special requests portion of the registration.

\$202.80 per person, double occupancy – ALL INCLUSIVE (Per room)

\$266.40 per person, single occupancy – ALL INCLUSIVE (Per room)



### STANDARD BEDROOM

Each bedroom offers a private bath, TV with DVD, telephone and wired or wireless internet access.

\$202.80 per person, double occupancy – ALL INCLUSIVE

\$266.40 per person, single occupancy – ALL INCLUSIVE



### LODGE BEDROOM

Each bedroom offers a private bath, separate entrance, TV with VCR and/or DVD, and telephone with voicemail, data port and wireless access.

\$230.40 per person, double occupancy – ALL INCLUSIVE

\$320.40 per person, single occupancy – ALL INCLUSIVE



### STUDIO

Each studio is unique and provides warmth and comfort that Granlibakken is known for. Each is one large room with fireplace, full kitchen, private bath and living and dining area with deck, TV/ DVD, with wireless internet connections. Studios sleep up to four with Queen Murphy bed plus sleeper sofa or two twins or King plus sofa bed. Studio units can be combined with a bedroom unit to create a full suite.

\$230.40 per person, double occupancy – ALL INCLUSIVE

\$320.40 per person, single occupancy – ALL INCLUSIVE

- NOTES: 1. *Rates are per person, per night and include lodging, meals, tax and service. There is a limited amount of each rooming type listed above. Your desired room type may not be available at the time of booking. If your desired room type is unavailable a Granlibakken representative will call to discuss alternate lodging options.*
2. *If you will be lodging off-site and plan to attend the conference and have meals, there is a charge of \$100 per person, per day plus tax and service. Off-grounds participants must register with Granlibakken to participate in the conference.*
3. *Spouse/Guest Fee - \$70 per person, per day plus tax and service. The Spouse/Guest fee is for any spouse lodging at Granlibakken, but not participating in the conference. The Spouse/Guest must share the same room as the participant paying the single rate. The spouse/guest fee includes meals and lodging and is applied to any guests over the age of 4.*
4. *Be advised that Granlibakken property is a mountain-side resort with numerous different levels. Please advise Granlibakken at the time you make your reservation if you have any accessibility issues or other special requirements.*

### TO MAKE RESERVATIONS:

[https://www.secure.granlibakken.net/conference/?\\_ga=2.110276417.538116212.1556900957-1057628974.1512516825](https://www.secure.granlibakken.net/conference/?_ga=2.110276417.538116212.1556900957-1057628974.1512516825) and enter code PCA.

Or call 800-543-3221 and mention PCA.

LARGEST GRASSHOPPER DEALER IN CA

# BAKER SUPPLIES AND REPAIRS

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209-827-9252

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831-265-7868



GRASSHOPPER - STIHL - HONDA -  
HUSQVARNA & MANY MORE

**TEMECULA PUBLIC CEMETERY DISTRICT  
POLICY MANUAL**

**POLICY NAME:           MEMORIAL MARKERS AND NICHE PLATES**  
**POLICY NUMBER:       5030**

**5030** The purpose of this policy is to provide a dignified and respectful means for recognizing the memories of a decedent in a peaceful, tranquil and aesthetically pleasing environment open to members of the general public who possess varying degrees of social sensitivities, cultural customs and religious beliefs, in a manner that protects public safety through the imposition of certain requirements and specifications for memorial markers and niche plates that are intended to minimize the risk of physical harm.

**5030.01** A memorial marker will be placed on every below-ground interment plot and a niche plate will be placed on the face on every niche identifying the name of the decedent(s), and including any other such information as may be permitted by this policy. Placement shall occur within 90 calendar days of the date in interment.

**5030.02** Memorial markers and niche plates will not be purchased from the District, any District trustee or any person employed by the District. Memorial markers and niche plates, meeting the requirements and specifications of this policy, may be purchased from private vendors or any other source.

**5030.03** The District may provide a list of memorial marker and niche plate vendors which have installed memorial markers or niche plates in the District's cemetery and which to the best of the District's knowledge possess valid business licenses and sellers permits issued by the California State Board of Equalization. The District, however, does not endorse or guarantee the services or workmanship of any vendors included on the District's list, and reserves the right to refuse the installation of a memorial marker or niche plate upon evidence that the vendor does not possess all requisite business, seller and/or vocational permits and/or licenses, has received complaints from customers on file with the District or has violated any provision of this policy.

**5030.04** The record owner of a memorial marker or niche plate will be the person or persons registered as the record owner of the subject interment site in the latest records maintained by the District.

**5030.05** The maximum number of memorial markers and niche plates will not exceed one per interment site.

**5030.06** All memorial markers and niche plates will be installed only by the District. The District reserves the right to refuse the installation of any memorial marker or niche plate that does not meet the requirements and specifications set forth in this policy. All unauthorized installations

will be subject to immediate removal by the District without notice. The District may dispose of any unauthorized installations as it deems appropriate without notice to the record owner. Any costs incurred by the District for such removal and disposal of any unauthorized installations shall be charged to the record owner and shall be due and payable to the District within 30 days of the date an invoice is dispatch to the record owner by certified mail, sent by electronic mail or personally delivered.

**5030.07** All memorial markers and niche plates will be oriented in a manner consistent with the official plans and designs of the cemetery.

**5030.08** Memorial markers and niche plates will not exceed the following dimensions:

Location	Sizes
Tranquil Gardens Flat Memorial Markers	12"x24" to 18"x36"
Tranquil Gardens With Existing Vaults Flat Memorial Markers	16"x28"
Serenity Gardens Flat Memorial Markers	12"x24" to 18"x36"
Eternal Gardens Flat Memorial Markers	12"x24" to 18"x36"
Garden of Peace Flat Memorial Markers	16"x28"
Garden of Hope Flat Memorial Markers	16"x28"
Garden of Memories Flat Memorial Markers	16"x28"
Cremation Burials Slants and Flats	8"x11"
Columbarium Niche Plates	12"x12"
Hexagon Niche Plates Must be attached to granite base	5"x7"

**5030.09** All memorial markers and niche plates will be flat with smooth edges; and they must be rectangular with the longest sides placed horizontally at the top and bottom and shortest sides placed vertically. In no case will the highest part of the surface of a memorial marker or niche plate rise more than 3/8" above the surface upon which it sits or is affixed. All memorial markers and niche plates will contain no covers. All covers will be immediately removed and disposed of by the District as it deems appropriate without notice to the record owner. Any costs incurred by the District for the removal of covers will be charged to the record owner and shall be due and payable to the District within 30 days of the date an invoice is dispatch to the

record owner by certified mail, sent by electronic mail or personally delivered.

**5030.10** Memorial markers and niche plates placed at an interment site may only include the following information: (a) name of decedent(s); (b) date of birth; (c) date of death; (e) United States military branch and logo; (f) dates of United States military service; (g) photograph of decedents(s), except for Columbarium interment sites; and (h) an epitaph or term of endearment not exceeding 100 characters, not including punctuation marks. Engraving of a niche plate is at the discretion of the Board, font, format, terms of endearment will be selected from a list provided. The District reserves the right to refuse the installation of any memorial mark or niche plate that does not meet these requirements.

**5030.11** Memorial markers and niche plates will be made of polished granite or bronze material only.

**5030.12** Only the permanent memorial markers and niche plates which meet the requirements and specifications of this policy will be authorized for installation at an interment site. No upright memorial markers will be permitted, with the exception of certain designated areas of the cemetery where there are cremains interment sites upon which a specific type of design of an upright memorial marker is permitted. All unauthorized permanent memorial makers and niche plates will be immediately removed and disposed of by the District as it deems appropriate, without notice to the record owner. Any costs incurred by the District for the removal of such unauthorized items will be charged to the record owner and will be due and payable to the District within 30 days of the date an invoice is dispatch to the record owner by certified mail, sent by electronic mail or personally delivered.

**5030.13** The District is not responsible for maintaining memorial markers and niche plates. The responsibility for maintenance rest solely with the record owner or the record owner's designee. All maintenance performed on memorial markers and niche plates will be at the record owner's expense. The District does not provide any supplies, equipment, electricity, fuel, power source or water for the maintenance of memorial markers or niche plates.

**5030.14** The District is not responsible for repairing memorial markers and niche plates. The responsibility for repair rest solely with the record owner or the record owner's designee. All repair work performed on memorial markers and niche plates will be at the record owner's expense. The District does not provide any supplies, equipment, electricity, fuel, power source or water for the repair of memorial markers or niche plates.

**5030.15** The District is not responsible for removing damaged memorial markers and niche plates. The responsibility for removing a damaged memorial marker or niche plate rest solely with the owner or the owner's designee. The removal of a damaged memorial marker or niche plate will be at the owner's expense. The District does not provide any supplies, equipment, electricity, fuel, power source or water for the removal of damaged memorial markers or niche plates.

**5030.16** The record owner will be responsible for the cost of replacing memorial markers and niche plates. The installation of a replacement memorial marker or niche plate however will be done by the District at the record owner's cost.

**5030.17** The record owner will be responsible for the cost of relocating memorial markers and niche plates. The installation of a relocated memorial marker or niche plate however will be done by the District at the record owner's cost.

**5030.18** The record owner of a memorial marker or niche plate will be liable to pay all damages resulting from the negligent or reckless maintenance or repair of a memorial marker or niche plate or the negligent, reckless or unauthorized placement, installation or removal by the record owner or record owner's employees, agents, family members, acquaintances or contractors or anyone directed by the record owner. Such damages may include but not be limited to personal injuries and property damage proximately caused by the negligent or reckless maintenance or repair of a memorial marker or niche plate or the negligent, reckless or unauthorized placement, installation or removal by the record owner or record owner's employees, agents, family members, acquaintances or contractors or anyone directed by the record owner.

**5030.19** The District reserves the right but not obligation to cause the removal of any memorial marker or niche plate that has caused bodily harm or property damage, or poses a risk of causing bodily harm or property damage or poses a risk to public safety as determined by the District in its sole discretion. Any costs incurred by the District for such removal will be charged to the record owner and shall be due and payable to the District within 90 days of the date an invoice is dispatch to the record owner by certified mail, sent by electronic mail or personally delivered. The District will store the removed memorial marker or niche plate, unless severely damaged, for a maximum of 30 calendar days after the date a notice of storage is dispatch to the owner by certified mail, sent by electronic mail or personally delivered. After the expiration of the 30 day period, if the subject memorial marker or niche plate is not reclaimed, the District will deem the memorial marker or niche plate abandoned and dispose of it as the District deems appropriate without further notice to the record owner.

**Temecula Public Cemetery District**  
**Balance Sheet**  
As of May 31, 2019

	May 31, 19	May 31, 18	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
101100 · US Bank Checking	28,370.32	55,764.78	
101200 · US Bank Payroll	2,084.46	9,416.07	
101300 · US Wash Account	8,865.01	21,995.25	
101100C · Cash -Accumulative Outlay Fund	1,944,134.86	1,583,959.66	
101100E · Cash - Endowment Fund	131,297.28	260,500.15	
1011004 · Cash - Retirement	180.00	180.00	
101100G · Cash - General	1,061,053.04	1,136,386.79	
<b>Total Checking/Savings</b>	<b>3,175,984.97</b>	<b>3,068,202.70</b>	<b>107,782.27</b>
<b>Other Current Assets</b>			
<b>102000 · Wells Fargo Investments</b>			
102010 · Wells Fargo Endowment Care	2,092,072.21	1,731,928.72	
102020 · Wells Fargo Endowment Interest	711,414.59	643,969.82	
<b>Total 102000 · Wells Fargo Investments</b>	<b>2,803,486.80</b>	<b>2,375,898.54</b>	<b>427,588.26</b>
112011 · Inventory Asset	33,999.00	36,755.00	
100499 · Revenues to Deposit with County	0.00	30,925.00	
<b>116100 · Interest Receivable</b>			
116100P · Interest Receivable - End Prin	8,250.64	7,651.03	
116100I · Interest Receivable - End Int	2,944.71	3,086.36	
<b>Total 116100 · Interest Receivable</b>	<b>11,195.35</b>	<b>10,737.39</b>	<b>457.96</b>
117000 · PrePaid Expenses	35,816.93	28,656.95	
<b>Total Other Current Assets</b>	<b>2,884,498.08</b>	<b>2,482,972.88</b>	<b>401,525.20</b>
<b>Total Current Assets</b>	<b>6,060,483.05</b>	<b>5,551,175.58</b>	<b>509,307.47</b>
<b>Fixed Assets</b>			
191650 · Intangible Assets	8,970.00	8,970.00	
191000 · Future Cemetery Property	2,606,068.20	2,601,946.20	
191100 · Buildings and Improvements	285,226.07	265,726.07	
191400 · Structures and Improvements	382,158.03	382,158.03	
191500 · Equipment	178,031.48	178,031.48	
191600 · Construction in Process	48,300.00	0.00	
191700 · Non-Depreciable Assets	77,561.02	77,561.02	
191800 · Grounds Improvements	12,379.50	9,190.00	
191900 · Paving 2015	143,560.00	143,560.00	

**Temecula Public Cemetery District**  
**Balance Sheet**  
As of May 31, 2019

	May 31, 19	May 31, 18	\$ Change
198100 · Accumulated Depreciation - Bldg	-100,577.10	-87,179.99	
198400 · Accumulated Depr - Struct/Imp	-195,727.62	-177,687.85	
198500 · Accum Depr - Equipment	-158,862.47	-147,102.12	
198800 · Accum Depr- Grnd Imp	-1,608.25	-1,148.75	
198900 · Accum Depr-Pav 15	-22,526.02	-15,348.02	
<b>Total Fixed Assets</b>	<b>3,262,952.84</b>	<b>3,238,676.07</b>	<b>24,276.77</b>
<b>TOTAL ASSETS</b>	<b>9,323,435.89</b>	<b>8,789,851.65</b>	<b>533,584.24</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
201100 · Accounts Payable	0.00	35,322.26	
<b>Total Accounts Payable</b>	<b>0.00</b>	<b>35,322.26</b>	<b>-35,322.26</b>
<b>Other Current Liabilities</b>			
212200 · Accrued Vacation Pay	10,950.70	12,155.92	
<b>Total Other Current Liabilities</b>	<b>10,950.70</b>	<b>12,155.92</b>	
<b>Total Current Liabilities</b>	<b>10,950.70</b>	<b>47,478.18</b>	<b>-36,527.48</b>
<b>Total Liabilities</b>	<b>10,950.70</b>	<b>47,478.18</b>	<b>-36,527.48</b>
<b>Equity</b>			
308100 · General Reserve	180.00	180.00	
308135 · Reserve for Endowments	1,706,833.63	1,706,833.63	
325100E · Unreserved Fund Balance - End	605,632.04	605,632.04	
325100G · Unreserved Fund Balance - Gen	662,188.92	662,188.92	
325100O · Unreserved Fund Balance - ACo	993,886.59	993,886.59	
350000 · Investment in Capital Assets	3,627,912.57	3,627,912.57	
350001 · Investment In Cap Assets - GASB	-379,361.69	-379,361.69	
390000 · Retained Earnings	1,522,208.15	1,010,664.91	
Net Income	573,004.98	514,436.50	
<b>Total Equity</b>	<b>9,312,485.19</b>	<b>8,742,373.47</b>	<b>570,111.72</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>9,323,435.89</b>	<b>8,789,851.65</b>	<b>533,584.24</b>



## Temecula Public Cemetery District Profit & Loss Budget Performance May 2019

	Jul '18 - May 19	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>700001 · Property Taxes</b>			
700020 · Prop Tax Current Secured	567,770.36	583,000.00	583,000.00
701020 · Prop Tax Current Unsecured	25,712.80	0.00	23,000.00
703000 · Prop Tax Prior Unsecured	0.00	0.00	1,000.00
704000 · Prop Tax Curr Supplemental	4,746.12	0.00	3,500.00
705000 · Prop Tax Prior Supplemental	0.00	0.00	500.00
706000 · Teeter Settlement	0.00	0.00	10,000.00
707000 · RDV Apportionment	40,066.49	0.00	0.00
752800 · CA-Homeowners Tax Relief	5,576.94	0.00	4,500.00
770100 · Property Tax - SBE	9,302.30	0.00	4,500.00
770102 · Other Taxes	116.64	0.00	0.00
<b>Total 700001 · Property Taxes</b>	<b>653,291.65</b>	<b>583,000.00</b>	<b>630,000.00</b>
<b>740020 · Interest and Dividend Income</b>			
740020G · Interest on General Fnd at Ci	13,130.82	7,500.00	10,000.00
740020E · Interest on Endow Fnd at Co	2,497.28	375.00	500.00
740020O · Interest on ACO at County	23,514.34	7,200.00	9,000.00
740021 · Interest - Wells Fargo Advisor:	50,272.87	32,087.00	35,000.00
740022 · Dividend Income - WFA	8,359.63	5,038.00	5,500.00
<b>Total 740020 · Interest and Dividend Income</b>	<b>97,774.94</b>	<b>52,200.00</b>	<b>60,000.00</b>
<b>770001 · Other Revenue</b>			
770100E · Endowment	156,833.33	137,500.00	150,000.00
777030 · Marker Setting	10,770.00	9,163.00	10,000.00
777040 · Open, Close Fees	30,550.00	33,000.00	36,000.00
777520 · Sale of Lots	48,041.67	55,000.00	60,000.00
777530 · Cremation	21,700.00	10,087.00	11,000.00
777600 · Cenotaph	0.00	462.00	500.00
780160 · Vaults, Flower Vases, etc.	10,715.00	10,087.00	11,000.00
781360 · Other Misc. Revenue	25,458.91	187.00	200.00
<b>Total 770001 · Other Revenue</b>	<b>304,068.91</b>	<b>255,486.00</b>	<b>278,700.00</b>
<b>Total Income</b>	<b>1,055,135.50</b>	<b>890,686.00</b>	<b>968,700.00</b>
<b>Gross Profit</b>	<b>1,055,135.50</b>	<b>890,686.00</b>	<b>968,700.00</b>

**Temecula Public Cemetery District**  
**Profit & Loss Budget Performance**  
 May 2019

Expense	Jul '18 - May 19	YTD Budget	Annual Budget
<b>510000 · Salaries and Employee Benefits</b>			
<b>510040T · Regular Salaries.</b>			
510040 · Regular Salaries	214,017.03	210,837.00	230,000.00
510330 · Year End Bonuses	4,212.17	4,587.00	5,000.00
515100 · Life Insurance Policy	392.04	418.00	450.00
518080 · Auto Allowance	0.00	0.00	0.00
<b>Total 510040T · Regular Salaries.</b>	<b>218,621.24</b>	<b>215,842.00</b>	<b>235,450.00</b>
<b>513000T · Retirement - Miscellaneous</b>			
518000 · Employer Contributions-	12,231.40	13,750.00	15,000.00
551000 · Employee Contributions	31.45	0.00	0.00
<b>Total 513000T · Retirement - Miscellane</b>	<b>12,262.85</b>	<b>13,750.00</b>	<b>15,000.00</b>
<b>513120T · Retirement - Social Security</b>			
513120 · Social Security	14,020.02	13,750.00	15,000.00
513140 · Medicare Tax	3,279.06	3,212.00	3,500.00
<b>Total 513120T · Retirement - Social Sec</b>	<b>17,299.08</b>	<b>16,962.00</b>	<b>18,500.00</b>
<b>515080T · Health Insurance (eer share)</b>			
515081 · Health Insurance	55,738.07	56,837.00	62,000.00
515082 · Vision Insurance	707.59	1,012.00	1,100.00
515083 · Dental Insurance	4,595.52	4,037.00	4,400.00
<b>Total 515080T · Health Insurance (eer s</b>	<b>61,041.18</b>	<b>61,886.00</b>	<b>67,500.00</b>
<b>515260T · Unemployment Insurance</b>			
517000 · Workers Comp Insurance	13,232.75	14,663.00	16,000.00
515060 · State Unemployment Ins	0.00	913.00	1,000.00
513130 · CA SUI	1,988.65	2,750.00	3,000.00
<b>Total 515260T · Unemployment Insuran</b>	<b>15,221.40</b>	<b>18,326.00</b>	<b>20,000.00</b>
<b>Total 510000 · Salaries and Employee Benefi</b>	<b>324,445.75</b>	<b>326,766.00</b>	<b>356,450.00</b>
<b>520000 · Services and Supplies</b>			
<b>529540T · Utilities</b>			
520320 · Telephone Service	1.79	3,113.00	3,400.00
520845 · Trash	2,839.32	3,025.00	3,300.00
529500 · Electricity	3,578.43	4,587.00	5,000.00
<b>Total 529540T · Utilities</b>	<b>6,419.54</b>	<b>10,725.00</b>	<b>11,700.00</b>

## Temecula Public Cemetery District Profit & Loss Budget Performance May 2019

	Jul '18 - May 19	YTD Budget	Annual Budget
<b>524520T · Administrative Expenses</b>			
518160 · Board Stipend	7,750.00	13,750.00	15,000.00
520115 · Uniforms - Replacement	2,752.51	1,650.00	1,800.00
520230 · Cellular Phone	2,426.07	4,125.00	4,500.00
520240 · Answering Service	443.30	2,563.00	2,800.00
520705 · Food	479.84	1,100.00	1,200.00
520930 · Insurance - Liability	8,429.63	8,437.00	9,200.00
523100 · Memberships	2,551.00	2,013.00	2,200.00
523290 · Bank Charges	288.00	319.00	350.00
523621 · Subscriptions	275.53	363.00	400.00
523660 · Computer Service	6,045.16	6,875.00	7,500.00
523700 · Office Supplies	470.79	2,387.00	2,600.00
523720 · Photocopies	1,515.92	2,475.00	2,700.00
523760 · Postage/Mailing	455.50	1,012.00	1,100.00
523840 · Computer Equip/Software	1,987.86	3,663.00	4,000.00
524520 · County Journal Recordin	197.37	2,200.00	2,400.00
524530 · Storage Fees	0.00	0.00	0.00
524540 · Payroll Processing Servi	3,767.63	3,487.00	3,800.00
524560 · Auditing	11,620.00	11,000.00	12,000.00
524561 · Accounting	6,556.25	6,787.00	7,400.00
524566 · Temp for e-File	0.00	9,163.00	10,000.00
524800 · Drug Testing/Pre-Employ	0.00	550.00	600.00
525025 · Legal - General Counsel	12,637.83	45,837.00	50,000.00
525030 · Paychex HR Support	4,555.65	4,587.00	5,000.00
526420 · Advertising	1,146.35	1,375.00	1,500.00
527280 · Awards/Recognition	25.00	825.00	900.00
527880 · Training/ Staff	349.50	3,212.00	3,500.00
528140 · Conferences and Meeting	32,091.07	38,500.00	42,000.00
528980 · Meals	1,044.95	1,837.00	2,000.00
528990 · Semi-Annual Team Dinne	2,605.79	3,300.00	3,600.00
529040 · Private Mileage Reimbur	1,660.49	2,288.00	2,500.00
529050 · Website	550.00	913.00	1,000.00
529550 · Water	1,350.25	1,463.00	1,600.00
<b>Total 524520T · Administrative Expense</b>	<b>116,029.24</b>	<b>188,056.00</b>	<b>205,150.00</b>

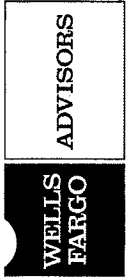
## Temecula Public Cemetery District Profit & Loss Budget Performance May 2019

	Jul '18 - May 19	YTD Budget	Annual Budget
<b>524500T · Operational Expenses.</b>			
521420 · Maint-Field Equipment	4,027.14	9,163.00	10,000.00
522310 · Maint-Building Improverr	1,708.87	2,288.00	2,500.00
522320 · Maint - Grounds	8,128.92	12,837.00	14,000.00
522360 · Maintenance-Exterminati	5,226.00	5,500.00	6,000.00
523250 · Repurchase	3,000.00	3,212.00	3,500.00
523800 · Engraving Expense	1,540.00	1,375.00	1,500.00
525320 · Security Guard Services	200.00	231.00	250.00
525600 · Security	2,959.38	3,300.00	3,600.00
527100 · Fuel	1,752.27	2,288.00	2,500.00
527180 · Operational Supplies	12,285.71	12,837.00	14,000.00
528020 · Inventory	4,306.56	9,163.00	10,000.00
<b>Total 524500T · Operational Expenses.</b>	<b>45,134.85</b>	<b>62,194.00</b>	<b>67,850.00</b>
<b>Total 520000 · Services and Supplies</b>	<b>167,583.63</b>	<b>260,975.00</b>	<b>284,700.00</b>
<b>530000 · Other Charges</b>			
530100 · Miscellaneous non-operating c	2,227.60	3,663.00	4,000.00
530100E · Misc Endowment Expense	1,150.00	0.00	0.00
<b>Total 530000 · Other Charges</b>	<b>3,377.60</b>	<b>3,663.00</b>	<b>4,000.00</b>
<b>540000 · Capital Assets</b>			
<b>542060T · Cemetery Grounds</b>			
542040 · - Buildings, Capital Proje	0.00	123,750.00	135,000.00
542060 · Improvements -Building	4,800.00	5,500.00	6,000.00
542065 · Tree Renovaton	9,700.00	4,587.00	5,000.00
542075 · Grounds Improvements	0.00	5,500.00	6,000.00
548300 · Office Renovation	0.00	5,500.00	6,000.00
<b>Total 542060T · Cemetery Grounds</b>	<b>14,500.00</b>	<b>144,837.00</b>	<b>158,000.00</b>
<b>540040T · Land, Purchase of Land</b>			
540042 · Future Cemetery Propert	16,900.00	183,337.00	200,000.00
<b>Total 540040T · Land, Purchase of Land</b>	<b>16,900.00</b>	<b>183,337.00</b>	<b>200,000.00</b>
<b>546020T · Equipment, etc</b>			
542070 · Well Motor	0.00	68,750.00	75,000.00
546020 · Equipment - Automitive	1,104.48	15,587.00	17,000.00
546240 · Mapping Software	4,760.00	6,413.00	7,000.00
<b>Total 546020T · Equipment, etc</b>	<b>5,864.48</b>	<b>90,750.00</b>	<b>99,000.00</b>
<b>Total 540000 · Capital Assets</b>	<b>37,264.48</b>	<b>418,924.00</b>	<b>457,000.00</b>

**Temecula Public Cemetery District**  
**Profit & Loss Budget Performance**  
 May 2019

	Jul '18 - May 19	YTD Budget	Annual Budget
551100G · Contrib to Other Funds - Gen	0.00	159,093.00	173,550.00
551100E · Contrib to Other Funds - Endow	0.00	137,500.00	150,000.00
<b>Total Expense</b>	<b>532,671.46</b>	<b>1,306,921.00</b>	<b>1,425,700.00</b>
<b>Net Ordinary Income</b>	<b>522,464.04</b>	<b>-416,235.00</b>	<b>-457,000.00</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
731000 · Realized Gain (Loss) on Invest	0.00	0.00	0.00
731100 · Unrealized Gain (Loss) on Invst	50,540.94	0.00	0.00
<b>Total Other Income</b>	<b>50,540.94</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>50,540.94</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>573,004.98</b>	<b>-416,235.00</b>	<b>-457,000.00</b>





# SNAPSHOT

**TEMECULA PUBLIC CEMETERY DIST  
ENDOWMENT PRINCIPAL**

MAY 1, 2019 - MAY 31, 2019  
ACCOUNT NUMBER: 5397-7799

## Progress summary

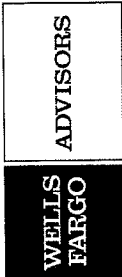
	THIS PERIOD	THIS YEAR
<b>Opening value</b>	<b>\$2,078,241.75</b>	<b>\$2,051,456.20</b>
Cash deposited	0.00	0.00
Securities deposited	0.00	0.00
Cash withdrawn	-2,390.95	-17,014.29
Securities withdrawn	0.00	0.00
Change in value	16,221.41	57,630.30

**Closing value** **\$2,092,072.21** **\$2,092,072.21**

As a Wells Fargo Advisors client, you can upgrade your investment account to add Brokerage Cash Services at no additional cost. Brokerage Cash Services provides access to convenient money movement options including mobile deposit services. It also includes teller deposit services at Wells Fargo branch locations which are provided through a limited purpose Bank account. You'll have access to many more features and benefits to help you manage your finances. It's as simple as talking with Your Financial Advisor. Ask them today about Brokerage Cash Services.

## Portfolio summary

ASSETS	ASSET TYPE	PREVIOUS VALUE ON APR 30	%	CURRENT VALUE ON MAY 31	%	ESTIMATED ANN. INCOME
Cash and sweep balances		75,562.84	3.64	5,434.08	0.26	14
Stocks, options & ETFs		0.00	0.00	0.00	0.00	0
Fixed income securities		1,749,301.96	84.17	1,830,152.42	87.48	44,946
Mutual funds		253,376.95	12.19	256,485.71	12.26	6,207
<b>Asset value</b>		<b>\$2,078,241.75</b>	<b>100%</b>	<b>\$2,092,072.21</b>	<b>100%</b>	<b>\$51,167</b>



**SNAPSHOT**

**TEMECULA PUBLIC CEMETERY DIST  
ENDOWMENT INTEREST**

MAY 1, 2019 - MAY 31, 2019  
ACCOUNT NUMBER: 5559-0516

**Progress summary**

	THIS PERIOD	THIS YEAR
<b>Opening value</b>	<b>\$702,787.71</b>	<b>\$677,040.75</b>
Cash deposited	2,390.95	17,014.29
Securities deposited	0.00	0.00
Cash withdrawn	0.00	0.00
Securities withdrawn	0.00	0.00
Change in value	6,235.93	17,359.55
<b>Closing value</b>	<b>\$711,414.59</b>	<b>\$711,414.59</b>

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**Portfolio summary**

ASSETS	ASSET TYPE	PREVIOUS VALUE ON APR 30	%	CURRENT VALUE ON MAY 31	%	ESTIMATED ANN. INCOME
Cash and sweep balances		35,183.56	5.01	207.68	0.03	1
Stocks, options & ETFs		0.00	0.00	0.00	0.00	0
Fixed income securities		549,674.50	78.21	591,688.35	83.17	14,249
Mutual funds		117,929.65	16.78	119,518.56	16.80	2,887
<b>Asset value</b>		<b>\$702,787.71</b>	<b>100%</b>	<b>\$711,414.59</b>	<b>100%</b>	<b>\$17,137</b>



FYE 06/30/19	July	August	September	October	November	December	January	February	March	April	May
Single	2,000.00	2,000.00	1,000.00	2,000.00	-	5,000.00	2,500.00	2,000.00	4,000.00	1,000.00	2,000.00
Single End	1,500.00	1,500.00	1,500.00	1,500.00	-	7,000.00	3,500.00	1,500.00	3,000.00	1,500.00	3,000.00
Single/Dual	-	-	-	-	-	-	-	-	-	-	1,500.00
S/D End	-	-	-	-	-	-	-	-	-	-	2,000.00
Dual	6,500.00	3,000.00	5,500.00	2,500.00	2,500.00	5,500.00	2,000.00	5,500.00	3,000.00	1,500.00	-
Dual End	11,500.00	5,000.00	7,500.00	4,500.00	2,500.00	8,000.00	1,500.00	8,000.00	5,000.00	2,500.00	-
Collum	500.00	700.00	-	-	400.00	700.00	1,000.00	900.00	2,600.00	500.00	200.00
Column End	1,200.00	1,500.00	-	-	1,200.00	1,000.00	2,400.00	2,400.00	4,600.00	1,200.00	300.00
cenotaph	-	-	-	-	-	-	-	-	-	-	-
Ground Crem	-	-	600.00	-	-	-	-	-	-	-	-
G Crem End	-	-	3,900.00	-	-	-	-	-	-	-	-
O/C-B	2,600.00	1,100.00	1,850.00	2,400.00	1,850.00	4,650.00	1,850.00	2,950.00	1,650.00	550.00	1,500.00
O/C-C	300.00	600.00	800.00	1,000.00	700.00	400.00	800.00	400.00	1,300.00	700.00	300.00
Vault	182.00	-	182.00	182.00	182.00	728.00	182.00	182.00	-	-	364.00
Crem Vase	246.08	246.08	-	123.04	123.04	-	-	123.04	246.08	-	123.04
Grave Vase	64.50	43.00	107.50	64.50	107.50	129.00	86.00	64.50	21.50	86.00	43.00
Set Fee	750.00	350.00	1,200.00	1,000.00	1,550.00	1,500.00	1,750.00	750.00	750.00	500.00	600.00
Niche	-	25.00	-	-	-	-	-	-	-	-	25.00
Non-Res	1,500.00	-	1,500.00	6,000.00	1,500.00	4,500.00	4,500.00	3,000.00	3,000.00	3,000.00	1,500.00
Disinter	-	-	-	-	-	-	-	-	-	-	-
Graveside	2,000.00	1,500.00	-	2,500.00	1,500.00	3,500.00	1,000.00	1,500.00	1,500.00	1,000.00	500.00
Engraving	225.00	225.00	-	225.00	225.00	225.00	-	450.00	675.00	-	-
2nd End	-	50.00	-	1,500.00	500.00	-	-	2,500.00	1,000.00	1,000.00	1,000.00
Handling	250.00	-	-	-	-	-	-	-	-	-	-
Taxes	41.24	25.63	25.32	31.40	35.16	74.96	23.44	31.40	21.56	7.52	47.63
Labor	521.18	250.29	610.18	489.06	642.30	1,368.04	534.36	489.06	140.86	306.48	672.33
<b>Total</b>	<b>31,880.00</b>	<b>18,115.00</b>	<b>26,275.00</b>	<b>26,015.00</b>	<b>15,515.00</b>	<b>44,275.00</b>	<b>23,625.80</b>	<b>32,740.00</b>	<b>32,505.00</b>	<b>15,350.00</b>	<b>15,675.00</b>



# MAY 2019 Burial Depletion Sales

## Pre-Need

Single Lots	2
Dual Lots	1
Wall	
Cremation Ground	
Ossuary	
Hexagon	1

## At Need

Single Lots	
Dual Lots	
Wall	
Cremation Ground	
Ossuary	
Hexagon	

# May 2019

June 2019

May 2019

Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 28	29	30	May 1	2	3	4
	6	7	8	9	10	11
	13	14	15	16	17	18
	20	21	22	23	24	25
	27	28	29	30	31	Jun 1

Jarren Out  
Linda In

Team Building Day (Pc)

KYLE OUT (VACATION)

CAPC Local MTG CAN

1:00pm 2:00pm  
ANDRESEN BURIAL  
(G/S)

Board Meeting

7:30am 11:30am STATE  
OF THE CITY (JOE,  
MICHELLE, DALE,  
MIKE)

9:00am 9:30am  
GUNTHER  
INTERMENT (WALL)  
2:00pm 3:00pm  
WILLSON BURIAL  
(G/S)

MEMORIAL DAY (CER)

KYLE OUT (VACATION)  
CINDI OUT (LEGISLATIVE DAYS)

MEMORIAL DAY (CER)

MEMORIAL DAY (CER)

MEMORIAL DAY (CER)

MEMORIAL DAY (CER)

MEMORIAL DAY (CER)

# TEMECULA PUBLIC CEMETERY DISTRICT

May 25, 2019

Susan McMichael  
25340 Corte Sombrero  
Murrieta, Ca. 92563

Dear Susan,

On behalf of the trustees and staff of the Temecula Public Cemetery, I want to thank you for attending our board meeting on March 21, 2019 and bringing to our attention a missing grave marker that you noticed.

Cindi Beaudet, General Manager, has researched the records of the family who has interment rights for that specific gravesite, but has not received any communication from the family to date. We hope that we will hear back from the family so we can discuss the marker with them.

Respectfully,



Rosie Vanderhaak  
Temecula Public Cemetery District  
Board of Trustees Chair



CSDA  
SPECIAL DISTRICTS LEGISLATIVE DAYS  
May 21 – 22, 2019  
Sacramento, California

**Attendees:**

Cindi Beaudet, Mike Dugan, Dale Qualm, Rosie Vanderhaak

On Tuesday, May 21 attendees received a legislative briefing before going over to the Capitol for office visits with local representatives.

- **Special Districts Week** – Sponsor Assembly Concurrent Resolution 89 (Cooley) – Proclaims September 22, 2019 to September 28, 2019 to be Special Districts Week. In doing so, ACR 89 encourages all Californians to be involved in their communities and be civically engaged with their local government.
- **Local Infrastructure and Housing funding** – Support Assembly Constitutional Amendment 1 (Aguiar-Curry). Provides for a new 55 % voter threshold for local agencies to pass special taxes or general obligation bonds for certain infrastructure and housing projects. This would be the first step in a process to place infrastructure funding proposals on local ballots for local approval at a 55 percent threshold.
- **Development Impact Fee Prohibitions – Oppose – Senate Bill 13 (Wieckowski)** and Other Measures with Similar Language. CSDA is opposing this measure in its current state because it prohibits local agencies ability to charge development impact fees on ADUs (accessory dwelling units smaller than 750 square feet and drastically limits the fees that may be charges to larger ADUs. It is irresponsible to promote growth with no plan to address the impact of that growth.

This year our Legislative Group 20 was composed of our four Temecula Public Cemetery District representatives. At 2:45 pm we met with Adam Boman from the Office of Assembly Member Randy Voepel (AD 71) until Randy Voepel arrived. He indicated that he is a Conservative Republican and is concerned about lowering the threshold for voters to 55%. He opposes ACM1. He's in favor of Senate Bill 13 and approves waiving fees to get housing developed. He was not interested in talking about the impact of waving fees.

Our group went to visit the Office of Assembly Member Melissa Melendez and spoke with Madeline Cline, Assembly Fellow. Madeline indicated that she was a little familiar with ACA 1 and hadn't spoken with Melissa Melendez, but did say that she supports the 66% vs the 55% so she would be against this measure. Regarding, Senate Bill 13. Melendez likes that granny flats won't be taxed. We have a housing crisis and homes must be created. Madeline said that she wouldn't know how Assembly Member Melissa Melendez would stand on these measures until the day of the vote.

- We dropped off packets of information to: Assembly Member Richard Bloom, Miguel Santiago and Sydney Kamlager-Dove.

On Wednesday, May 22, Mark Ghilarducci, Lutfi Kharuf and Russell Powell addressed a number of current pieces of legislation.

*Rosie Vanderhaak*  
Temecula Public Cemetery - Chair Board of Trustees  
MAY 25, 2019

