

TEMECULA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

41911 C STREET
TEMECULA, CALIFORNIA 92592

October 19, 2017

8:00 a.m.

AGENDA

1. **Call To Order :**
2. **Pledge of Allegiance:** Led by Trustee Qualm
3. **Roll Call**

❖ Chair Vanderhaak, Vice Chair Qualm, Trustee Davis, Trustee Reese,
Trustee Dugan General Manager, Cindi Beaudet Legal Counsel, Steve Quintanilla
STAFF: Foreman, Joe Sands, Administration, Michelle Hesselgesser

❖ **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.

D. Closed Session Announcements:

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 September 22, 2017.

B. Approval of Check Registers

Recommendation: That the Board approves the September 2017 Check Register Nos. 101100, 101200 and 101300.

C. Approval of Bookkeeper Report

Recommendation: That the Board receive and file the September 2017 Bookkeeper Report.

4. CLOSED SESSION ITEMS

A.*CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Government Code Section 54956.8)

Property: Assessor's Parcel No. 924-360-002, Temecula, CA 92592

Agency negotiator: Nancy Hughes

Purchasing parties: Mission Hills Development

In Escrow

B.1 CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Temecula Public Cemetery District v. Albert Salazar; Riverside County Superior Court Case No. RIC1507434

B.2 CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case

C. Public Employee Performance Evaluation

(Pursuant to Government Code Section #54954.6)

Title: District Manager

D. Conference with Labor Negotiator

Pursuant to Government Code Section 54954.5

District's Designated Representative: Steven B. Quintanilla, General Counsel

Unrepresented Employee: District Manager

6. Action Items

A. District Manager Employment Agreement Salary, Compensation and other Terms

Recommendation: That the Trustees motion to approve the managers 2016-2017 managers contract.

B. CalPERS Medical Resolution

Recommendation: That the Trustees review the newly formatted resolution presented by legal counsel and general manager, trustees need to discuss the post-retirement benefits provided to the retirees of the District (OPEB)

7. Financial Report

- A. September 2017 Balance Sheet
- B. September 2017 Profit and Loss
- C. September 2017 Wells Fargo Investments; principle and interest

8. General Managers Reports

- A. September 2017 Revenues
- B. September 2017 Plot Inventories
- C. September Depletion
- D. August Calendar
- E. No Paid Workers; Compensation Claims 5 years
- F. President's award SDRMA Property and Liability
- G. Honor Life monuments
- H. Compensation and Reimbursement
- I. Board Secretary Conference, October 22, 2017
- J. Robert Dennis CPA began the in-house audit 10/11/217

9. Foreman Reports

10. General Counsel Reports

11. Fiscal Year 2017-2018 Subcommittee's

- A. 52 acre Cemetery Property (Dugan, Qualm, Beaudet)
- B. Landscape Plan (Vanderhaak, Beaudet)
- C. Cenotaph/ Ossuary (Dugan, Davis Beaudet)
- D. Investment (Qualm, Vanderhaak, Beaudet)
- E. Conference Liaison (Qualm, Vanderhaak, Beaudet) CSDA reports included
- F. Policies (Dugan, Reese, Beaudet)
- G. General Price List (Vanderhaak, Davis, Beaudet)

12. Future Trustee Agenda Items:

Solar

Medical Resolution Act

13. Board Comment:

Mark your calendars for Co. Christmas Dinner, Sunday, December 17, 2017

14. Announcements:

A. Next Regular Board Meeting –November 16, 2017

15. Adjournment:

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, 7:00 a.m. – 4:30 p.m., Monday through Friday. Request agendas at rctpcd@verizon.net Posted October 16, 2017

TEMECULA PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING

41911 C STREET
TEMECULA, CALIFORNIA 92592

September 22, 2017

8:00 a.m.

MINUTES

1. Call To Order : **8:00 a.m.**
2. Pledge of Allegiance: **Led by Trustee Dugan**
3. Roll Call
 - ❖ Chair Vanderhaak, Vice Chair Qualm, Trustee Davis, Trustee Reese, Trustee Dugan
General Manager, Cindi Beaudet, Foreman, Joe Sands.
Legal Counsel, ~~Benjamin Jones~~ or **Robert Lee called in** Steve Quintanilla
 - ❖ Motions To Excuse:
 - ❖ Visitors: ~~Don Turcotte, Southwest Construction,~~
 - ❖ Public Comments: **8:01-8:03 a.m.**

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

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(Government Code Section 54956.8)

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Agency negotiator: Nancy Hughes

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B.2 CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case

c. Public Employee Performance Evaluation

(Pursuant to Government Code Section #54957)

Title: District Manager

Conference with Labor Negotiator

Pursuant to Government Code Section 54957.6

District's Designated Representative: Steven B. Quintanilla, General Counsel

Unrepresented Employee: District Manager

D. Closed Session Announcements: With respect to Item 4B 1 on today's closed session calendar, the Board of Trustees voted unanimously to approve the Second Amended and Restated

Settlement Agreement between the District and Albert Salazar to settle the District's case against Ms. Salazar which is filed as Superior Court Case No. RIC1507434. The agreement provides that the District may construct and improve Lemon Hills Drive in accordance with the CUP and substantially in accordance with the Original Design, and that all of Salazar's obstructions to Lemon Hills Drive shall be removed at Salazar's expense.

5. **Consent Calendar:** Motion was made by Trustee Dugan to accept the Consent Calendar as presented seconded by Trustee Qualm 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 August 24, 2017.

B. Approval of Check Registers

Recommendation: That the Board approves the August 2017 Check Register Nos. 101100, 101200 and 101300.

C. Approval of Bookkeeper Report

Recommendation: That the Board receive and file the August 2017 Bookkeeper Report.

6. Action Items

A. 2017 Draft Policies for approval: Motion was made by Trustee Dugan to accept the two policies # 1005 and #3010, seconded by Trustee Qualm and passed 5/0

Recommendation: That the Trustees review the amended policy # 1005-3010

Resolutions for approved policies #1037, 1075, 3012, 3020,3055,3065,4080 to be signed

B. Legal Counsel response letter to Mr. Farnbach and consent to granite company

Recommendation: That the Trustees review the response letter and consent agreement drafted and sent by the Districts legal counsel.

C. Response letter with supported documentation to constitieunt Curtis Maggard

Recommendation: That the Trustees review the information and letter sent.

D. SDRMA Elections

Recommendation: That the Trustees receive the letter from SDRMA acknowledging the elected candidates.

E. Surplus electronics

Recommendation: Trustees review the items that were donated to a recycling plant at the direction of the Board. Trustees discuss the surplus mowers as outlined.

7. Financial Report: Motion was made by Trustee Davis to receive and file the August financials, seconded by Trustee Reese and passed 5/0

- A. August 2017 Balance Sheet
- B. August 2017 Profit and Loss
- C. August 2017 Wells Fargo Investments; principle and interest

8. General Managers Reports

- A. August 2017 Revenues
- B. August 2017 Plot Inventories
- C. August Depletion
- D. July Calendar
- E. Audit begins, October 10, 2017
- F. CAPC Conference October 5th, see GM after CSDA for travel itinerary
Trustee Dugan had to cancel due to personal unforeseen conditions, a motion was made by Trustee Vanderhaak to excuse Trustee Dugan from the CAPC conference, seconded by Trustee Davis and passed 4/0
- G. Board Secretary Conference, October 22, 2017

9. Foreman Reports

10. General Counsel Reports

11. Fiscal Year 2017-2018 Subcommittee's

- A. 52 acre Cemetery Property (Dugan, Qualm, Beaudet)
- B. Landscape Plan (Vanderhaak, Beaudet)
- C. Cenotaph/ Ossuary (Dugan, Davis Beaudet)
- D. Investment (Qualm, Vanderhaak, Beaudet)
- E. Conference Liaison (Qualm, Vanderhaak, Beaudet)
- F. Policies (Dugan, Reese, Beaudet)
- G. General Price List (Vanderhaak, Davis, Beaudet)

12. Future Trustee Agenda Items:

- Solar
- Medical Resolution Act

13. Board Comment:

CSDA Conference in Monterey, information included in your Binder
Mark your calendars for Co. Christmas Dinner, Sunday, December 17, 2017

14. Announcements:

- A. Next Regular Board Meeting –October 19, 2017

15. Adjournment: With no further business to be heard a motion was made by Trustee Dugan to adjourn at 10:06 a.m., seconded by Trustee Reese and passed 5/0

Temecula Public Cemetery District

10/12/2017 11:31 AM

Register: 101100 · US Bank Checking

From 09/01/2017 through 09/30/2017

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|--------------------------|---------------------------|-------------------|-----------|---|-----------|-----------|
| 09/05/2017 | 6709 | American Mini Storage | 201100 · Accounts Pay... | 27742 | 122.00 | X | | 43,341.61 |
| 09/05/2017 | 6710 | CalPers 457 Plan | 201100 · Accounts Pay... | | 734.84 | X | | 42,606.77 |
| 09/05/2017 | 6711 | Christensen Surveyin... | 201100 · Accounts Pay... | 3338 | 500.00 | X | | 42,106.77 |
| 09/05/2017 | 6712 | Digital Deployment L... | 201100 · Accounts Pay... | 95695 | 50.00 | X | | 42,056.77 |
| 09/05/2017 | 6713 | EcoFert Inc | 201100 · Accounts Pay... | 2424 | 465.00 | X | | 41,591.77 |
| 09/05/2017 | 6714 | Home Depot | 201100 · Accounts Pay... | | 71.48 | X | | 41,520.29 |
| 09/05/2017 | 6715 | Protection One (corp) | 201100 · Accounts Pay... | 118168371 | 289.19 | X | | 41,231.10 |
| 09/05/2017 | 6716 | Southwest Contractors | 201100 · Accounts Pay... | VOID: 005 | | X | | 41,231.10 |
| 09/05/2017 | 6717 | Total Land Care | 201100 · Accounts Pay... | 21442 | 200.00 | | | 41,031.10 |
| 09/05/2017 | 6718 | Verizon Wireless | 201100 · Accounts Pay... | 1620841426 | 227.88 | X | | 40,803.22 |
| 09/05/2017 | | | 101200 · US Bank Pay... | Funds Transfer | 7,724.15 | X | | 33,079.07 |
| 09/06/2017 | 6719 | Law Offices Of Quin... | 201100 · Accounts Pay... | | 14,745.00 | X | 2 months | 18,334.07 |
| 09/08/2017 | AJE317 | | 515100 · Life Insuranc... | Automatic with... | 35.64 | X | | 18,298.43 |
| 09/11/2017 | 6720 | Josefina Escalante | 530100 · Miscellaneou... | | 65.00 | X | | 18,233.43 |
| 09/11/2017 | AJE318 | | 101200 · US Bank Pay... | Monthly autom... | 411.30 | X | | 17,822.13 |
| 09/12/2017 | | | 523290 · Bank Charges | Service Charge | 21.00 | X | | 17,801.13 |
| 09/13/2017 | 6721 | CalPers 457 Plan | 201100 · Accounts Pay... | | 668.02 | X | | 17,133.11 |
| 09/13/2017 | 6722 | Crop Productions | 201100 · Accounts Pay... | 1348442 | 1,413.88 | X | | 15,719.23 |
| 09/13/2017 | 6723 | Crowne Hill Consulti... | 201100 · Accounts Pay... | 10052/10073/1... | 484.14 | X | | 15,235.09 |
| 09/13/2017 | 6724 | Frontier Communicat... | 201100 · Accounts Pay... | 081604-5 | 262.51 | X | | 14,972.58 |
| 09/13/2017 | 6725 | Healthpointe | 201100 · Accounts Pay... | 22802-2263343 | 40.00 | X | | 14,932.58 |
| 09/13/2017 | 6726 | SDRMA | 201100 · Accounts Pay... | 61176 | 1,254.11 | X | | 13,678.47 |
| 09/13/2017 | 6727 | Southwest Contractors | 201100 · Accounts Pay... | 005 | 565.00 | X | | 13,113.47 |
| 09/13/2017 | 6728 | Sprint (formerly Next... | 201100 · Accounts Pay... | 498449924-147 | 123.18 | X | | 12,990.29 |
| 09/13/2017 | 6729 | Sun City Granite | 201100 · Accounts Pay... | 6527/6562 | 190.00 | X | | 12,800.29 |
| 09/13/2017 | 6730 | Wildlife Control Ser... | 201100 · Accounts Pay... | WL2653 | 450.00 | X | | 12,350.29 |
| 09/13/2017 | 6731 | Cindi Beaudet | 529040 · Private Milea... | | 62.80 | X | | 12,287.49 |
| 09/15/2017 | | | 101100G · Cash - Gen... | Deposit | | X | 62,919.41 | 75,206.90 |
| 09/17/2017 | | | 101200 · US Bank Pay... | Funds Transfer | 7,494.82 | X | | 67,712.08 |
| 09/18/2017 | 6732 | CalPers 457 Plan | 201100 · Accounts Pay... | | 670.06 | X | | 67,042.02 |
| 09/18/2017 | 6733 | CR&R Incorporated | 201100 · Accounts Pay... | 1000475 | 360.80 | X | | 66,681.22 |
| 09/18/2017 | 6734 | Prudential Overall Su... | 201100 · Accounts Pay... | | 83.10 | X | | 66,598.12 |
| 09/18/2017 | 6735 | Southern California ... | 201100 · Accounts Pay... | 2-03-325-4707 | 506.21 | X | | 66,091.91 |
| 09/18/2017 | 6736 | Sparkletts | 201100 · Accounts Pay... | 5728175-022617 | 161.39 | X | | 65,930.52 |
| 09/18/2017 | 6737 | Standard Insurance C... | 201100 · Accounts Pay... | 160-513170-00... | 48.40 | X | | 65,882.12 |
| 09/18/2017 | 6738 | Temecula Answering... | 201100 · Accounts Pay... | Tas4645 | 232.65 | X | | 65,649.47 |
| 09/20/2017 | | Downs Energy | 527100 · Fuel | | 108.36 | | | 65,541.11 |
| 09/26/2017 | 6739 | Josefina Escalante | 530100 · Miscellaneou... | | 65.00 | | | 65,476.11 |
| 09/30/2017 | | Downs Energy | 527100 · Fuel | | 134.12 | | | 65,341.99 |

Temecula Public Cemetery District

10/12/2017 11:31 AM

Register: 101200 · US Bank Payroll
 From 09/01/2017 through 09/30/2017
 Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|-------------|---------------|--------------|---------------------------|------------------|----------------|----------|----------------|----------------|
| 09/05/2017 | | | 101100 · US Bank Che... | Funds Transfer | | X | 7,724.15 | 8,401.35 |
| 09/08/2017 | AJE310 | | 510040 · Regular Salar... | Green Cash Re... | 5,442.75 | X | | 2,958.60 |
| 09/08/2017 | AJE310 | | 510040 · Regular Salar... | Green Cash Re... | 2,145.82 | X | | 812.78 |
| 09/08/2017 | AJE310 | | 510040 · Regular Salar... | Monthly charg... | 135.58 | X | | 677.20 |
| 09/11/2017 | AJE318 | | 101100 · US Bank Che... | Monthly autom... | | X | 411.30 | 1,088.50 |
| 09/15/2017 | AJE322 | | 525030 · Paychex HR ... | | 414.15 | X | | 674.35 |
| 09/17/2017 | | | 101100 · US Bank Che... | Funds Transfer | | X | 7,494.82 | 8,169.17 |
| 09/22/2017 | AJE319 | | 510040 · Regular Salar... | Green Cash Re... | 5,304.45 | X | | 2,864.72 |
| 09/22/2017 | AJE319 | | 510040 · Regular Salar... | Green Cash Re... | 2,044.79 | X | | 819.93 |
| 09/22/2017 | AJE319 | | 510040 · Regular Salar... | Monthly charg... | 145.58 | X | | 674.35 |

Temecula Public Cemetery District

10/12/2017 11:33 AM

Register: 101300 · U.S. Wash Account

From 09/01/2017 through 09/30/2017

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|-------------|---------------|-------------------------|---------------------------|-------------|----------------|----------|----------------|----------------|
| 09/05/2017 | | | -split- | Deposit | | X | 23,175.00 | 43,601.92 |
| 09/05/2017 | | | 781360 · Other Misc. | Deposit | | X | 134.68 | 43,736.60 |
| 09/05/2017 | 2257 | County of Riverside ... | -split- | | 23,175.00 | X | | 20,561.60 |

Date: 10/05/17

On-Site Tasks Performed:

X Reconcile three US Bank Cash Accounts
X Reconcile four County Cash Accounts –Not yet received
X Journal activity and Reconcile two Wells Fargo Advisors Accounts using WFA Balancing spreadsheet.

X Reconcile two WFA interest receivable accounts
X Balance Voucher to County
X Verify check sequence is intact.
6719-6756

X Check monthly credit card statements for receipts and reasonableness. Initial credit card. Note that receipts are attached and expenses are reasonable
None this cycle.

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
#6719 09/05/2017 Law Offices of Quintanilla & Associates \$14745.00 ok
#6740 10/01/2017 Cal Pers \$3908.91 ok

X Verify all checks to the GM have two signatures.
#6731 09/13/17 Mileage \$62.80 OK

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 Print WFA Snapshot – two accounts – for Board Packets

X Save the WFA Account Statements for the auditor

X Update Endowment Allocation Schedule.

X Update Prepaid subledger and validate QB information.

X Read Minutes of the previous Board Meeting.

Additional projects –

Additional Audit Preparation

Prior month's Cash Subledgers reconciled

Items to note:

Check #6739 dated 09/26/17 to Josefina Escalente for office cleaning was handwritten. There is also no invoice. I have printed a copy of the cleared check for the files since we do not have the stub.

Open items:

RESOLUTION NO. 2017-___

A RESOLUTION OF THE TEMECULA PUBLIC CEMETERY DISTRICT BOARD OF TRUSTEES REAFFIRMING ITS COMMITMENT TO PROVIDE EMPLOYEES, RETIREES AND THEIR SURVIVING FAMILY MEMBERS WITH THE COVERAGE PROVIDED BY THE HEALTH BENEFIT PLAN OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AND APPROVING THE MONTHLY CONTRIBUTION AMOUNTS

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

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

WHEREAS, the District adopted the attached "Resolution Electing to be Subject to Public Employees' Medical and Hospital Care Act" on July 19, 1990, as

WHEREAS, the Board of Trustees wants to continue to extend to the District's employees and retirees and their surviving family members the health benefits plan provided pursuant to the "The Public Employees' Medical And Hospital Care Act," as set forth in Government Code sections 22750 – 22948; and

WHEREAS, Government Code Section 22777 provides that "health benefit plan" means any program or entity that provides, arranges, pays for, or reimburses the cost of health benefits for employees and retirees and their surviving family members; and

WHEREAS, Government Code Section 22920 (a) provides that a "special district" is eligible to obtain a health benefit plan, as defined in Government Code Section 22777, subject to approval by the Board of Administration of the Public Employees' Retirement System ("Board of Administration"); and

WHEREAS, Government Code Section 22785 provides that a "special district" means a nonprofit, self-governed public agency located within the state, comprised solely of public employees, and performing a governmental function; and

WHEREAS, Government Code Section 22768 provides that a "contracting agency" means an eligible entity such as a special district that has elected to be subject to the provisions of "The Public Employees' Medical And Hospital Care Act," as set forth in Government Code sections 22750 – 22948; and

WHEREAS, Government Code Section 22922 (a) provides that a contracting agency's employees and retirees and their surviving family members may obtain a health benefit plan if the agency's governing body adopts a resolution, submits the approved resolution to the Board of Administration for its approval; and

WHEREAS, Government Code Section 22922 (b) provides that in addition to, or in lieu of, submitting a resolution, the Board of Administration of the Public Employees' Retirement may require the contracting agency to enter into a contract with the Board of Administration to obtain a health benefit plan, for all or part of its employees, pursuant to rules and regulations developed by the Board of Administration; and

WHEREAS, Government Code Section 22922 (f) provides that approval of the contract to obtain a health benefit plan must also be approved by the affirmative vote of a majority of the members of the governing body of the contracting agency; and

WHEREAS, Government Code Section 22890 (a) provides that the contracting agency and each employee and retiree and their surviving family members shall contribute a portion of the cost of providing the benefit coverage afforded under the health benefit plan in which the employee or and retiree and their surviving family members annuitant may be enrolled; and

WHEREAS, Government Code Section 22890 (c) provides that the contribution of each employee and retiree and their surviving family members shall be the total cost per month of the benefit coverage afforded him or her under the health benefit plan or plans in which he or she is enrolled less the portion thereof to be contributed by the employer; and

WHEREAS, Government Code Section 22890 (c) provides that the employer contribution for each employee shall commence on the effective date of enrollment.

WHEREAS, Government Code Section 22892 (a) provides that the employer contribution of a contracting agency shall begin on the effective date of enrollment and shall be the amount fixed from time to time by resolution of the governing body of the agency; and

WHEREAS, Government Code Section 22892 (a) further provides that the resolution shall be filed with the Board of Administration and the contribution amount shall be effective on the first day of the second month following the month in which the resolution is received by the system; and

WHEREAS, Government Code Section 22892 (b) (1) provides that the employer contribution shall be an equal amount for both employees and retirees and their surviving family members, but may not be less than the following:

(A) Prior to January 1, 2004, sixteen dollars (\$16) per month.

- (B) During calendar year 2004, thirty-two dollars and twenty cents (\$32.20) per month.
- (C) During calendar year 2005, forty-eight dollars and forty cents (\$48.40) per month.
- (D) During calendar year 2006, sixty-four dollars and sixty cents (\$64.60) per month.
- (E) During calendar year 2007, eighty dollars and eighty cents (\$80.80) per month.
- (F) During calendar year 2008, ninety-seven dollars (\$97) per month.

WHEREAS, Government Code Section 22892 (b) (2) provides that commencing January 1, 2009, the employer contribution shall be adjusted annually by the Board of Administration to reflect any change in the medical care component of the Consumer Price Index and shall be rounded to the nearest dollar.

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

Section 1. Recitals.

That the Recitals set forth above are true and correct.

Section 2. Affirmation.

That the Temecula Public Cemetery District Board of Trustees reaffirms its commitment to extending to the District's employees and retirees and their surviving family members the health benefits plan provided pursuant to the "The Public Employees' Medical And Hospital Care Act," as set forth in Government Code sections 22750 – 22948, pursuant to the "Resolution Electing to be Subject to Public Employees' Medical and Hospital Care Act" on July 19, 1990, attached hereto.

Section 3. Monthly Contributions.

That the monthly contribution amounts are hereby reaffirmed or set as follows:

| Year | Monthly Contribution |
|------|----------------------|
| 2013 | \$115.00 |
| 2014 | \$119.00 |
| 2015 | \$122.00 |
| 2016 | \$ _____ |
| 2017 | \$ _____ |
| 2018 | \$ _____ |

Section 4. Severability.

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

Section 5. Repeal of Conflicting Provisions.

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

Section 6. Effective Date.

That this Resolution shall take effect immediately upon its adoption.

Section 7. Certification.

That 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.

PASSED, APPROVED AND ADOPTED by the Board of Trustees of the Temecula Public Cemetery District at a regular meeting duly held on the _____ day of _____ 2017, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Cindi Beaudet, Secretary

Rosie Vanderhaak, Chair

APPROVED AS TO FORM:

Steven B. Quintanilla, General Counsel

ATTACHMENT

Resolution Electing to be Subject to Public Employees' Medical and Hospital Care Act", Adopted by the Temecula Public Cemetery District Board of Trustees on July 19, 1990

RESOLUTION ELECTING TO BE SUBJECT TO
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

WHEREAS, Government Code Section 22850 extends the benefits of the Public Employees' Medical and Hospital Care Act to employees of contracting agencies on proper application by an agency; and

WHEREAS, Government Code Section 22754 (g) defines any Special District as a contracting agency, and

WHEREAS, A Special District is hereby defined as a non-profit, self-governed public agency within the State of California, and comprised solely of public employees performing a governmental rather than proprietary function, and

WHEREAS, Temecula Public Cemetery District, hereinafter referred to as Special District is an entity meeting the above definition; and

WHEREAS, The Special District desires to obtain for its employees, retired employees, and survivors the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it

RESOLVED, That the Special District elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further

RESOLVED, That the executive body appoint and direct, and does hereby appoint and direct, the Secretary to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Special District all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, That the officer appointed pursuant to section (e) will advise the Board of Administration of the Public Employees' Retirement System if the district ceases to be a public agency as defined in Section (4) above; and be it further

RESOLVED, That coverage under the Act be effective on September 1, 1990.

Adopted at a regular/special meeting of the Board of Trustees at Temecula, California this 19th day of July 1990.

Signed: William T. Wolter President
William T. Wolter

Attest: Annie Santa Maria Secretary
Annie Santa Maria

NON-PERS SPECIAL DISTRICT

August 8, 1990
DATE September 1, 1990

Diana Davis
7 General Counsel / Board

Temecula Public Cemetery District
Balance Sheet
As of September 30, 2017

| | Sep 30, 17 | Sep 30, 16 | \$ Change |
|---|---------------------|---------------------|-------------------|
| ASSETS | | | |
| Current Assets | | | |
| Checking/Savings | | | |
| 101100 · US Bank Checking | 65,341.99 | 57,421.09 | |
| 101200 · US Bank Payroll | 674.35 | 414.41 | |
| 101300 · U.S. Wash Account | 20,561.60 | 23,531.73 | |
| 101100C · Cash -Accumulative Outlay Fund | 1,573,871.24 | 995,406.85 | |
| 101100E · Cash - Endowment Fund | 120,460.08 | 186,548.88 | |
| 1011004 · Cash - Retirement | 180.00 | 180.00 | |
| 101100G · Cash - General | 765,234.53 | 1,082,150.01 | |
| Total Checking/Savings | 2,546,323.79 | 2,345,652.97 | 200,670.82 |
| Accounts Receivable | | | |
| 201125 · Accounts Receivable | 0.00 | 95.00 | |
| Total Accounts Receivable | 0.00 | 95.00 | |
| Other Current Assets | | | |
| 116200 · Insurance Reimbursement Rec | 6,100.00 | 0.00 | |
| 102000 · Wells Fargo Investments | | | |
| 102010 · Wells Fargo Endowment Care | 1,761,935.88 | 1,569,986.73 | |
| 102020 · Wells Fargo Endowment Interest | 631,474.55 | 597,439.53 | |
| Total 102000 · Wells Fargo Investments | 2,393,410.43 | 2,167,426.26 | 225,984.17 |
| 112011 · Inventory Asset | 36,755.00 | 40,710.00 | |
| 102100 · Taxes Receivable | 10,418.07 | 0.00 | |
| 100499 · Revenues to Deposit with County | 23,385.00 | 0.00 | |
| 116100 · Interest Receivable | | | |
| 116100P · Interest Receivable - End Prin | 6,363.85 | 5,464.21 | |
| 116100I · Interest Receivable - End Int | 1,989.47 | 2,043.75 | |
| Total 116100 · Interest Receivable | 8,353.32 | 7,507.96 | |
| 117000 · PrePaid Expenses | 20,507.70 | 15,048.03 | |
| Total Other Current Assets | 2,498,929.52 | 2,230,692.25 | 268,237.27 |
| Total Current Assets | 5,045,253.31 | 4,576,440.22 | 468,813.09 |
| Fixed Assets | | | |
| 191000 · Future Cemetery Property | 2,589,580.29 | 2,603,180.82 | |
| 191100 · Buildings and Improvements | 245,026.07 | 245,026.07 | |
| 191400 · Structures and Improvements | 378,338.03 | 372,558.03 | |
| 191500 · Equipment | 178,031.48 | 175,209.42 | |

Temecula Public Cemetery District
Balance Sheet
As of September 30, 2017

| | Sep 30, 17 | Sep 30, 16 | \$ Change |
|--|---------------------|---------------------|-------------------|
| 191700 · Non-Depreciable Assets | 77,561.02 | 77,561.02 | |
| 191800 · Grounds Improvements | 9,190.00 | 9,190.00 | |
| 191900 · Paving 2015 | 143,560.00 | 143,560.00 | |
| 198100 · Accumulated Depreciation - Bldg | -87,179.99 | -74,928.68 | |
| 198400 · Accumulated Depr - Struct/Imp | -177,687.85 | -160,394.52 | |
| 198500 · Accum Depr - Equipment | -147,102.12 | -133,552.01 | |
| 198800 · Accum Depr- Grnd Imp | -1,148.75 | -689.25 | |
| 198900 · Accum Depr-Pav 15 | -15,348.02 | -8,170.02 | |
| Total Fixed Assets | 3,192,820.16 | 3,248,550.88 | -55,730.72 |
| TOTAL ASSETS | 8,238,073.47 | 7,824,991.10 | 413,082.37 |
| LIABILITIES & EQUITY | | | |
| Liabilities | | | |
| Current Liabilities | | | |
| Accounts Payable | | | |
| 201100 · Accounts Payable | 7,376.46 | 15,876.36 | |
| Total Accounts Payable | 7,376.46 | 15,876.36 | |
| Other Current Liabilities | | | |
| 212200 · Accrued Vacation Pay | 12,155.92 | 16,079.61 | |
| Total Other Current Liabilities | 12,155.92 | 16,079.61 | |
| Total Current Liabilities | 19,532.38 | 31,955.97 | |
| Total Liabilities | 19,532.38 | 31,955.97 | -12,423.59 |
| Equity | | | |
| 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 | 986,249.86 | 572,742.66 | |
| Net Income | 15,019.17 | 3,020.41 | |
| Total Equity | 8,218,541.09 | 7,793,035.13 | 425,505.96 |
| TOTAL LIABILITIES & EQUITY | 8,238,073.47 | 7,824,991.10 | 413,082.37 |

Temecula Public Cemetery District Profit & Loss Budget Performance September 2017

| | Jul - Sep 17 YTD Budget Annual Budget | | |
|--|---------------------------------------|-----------|------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 700001 · Property Taxes | | | |
| 700020 · Prop Tax Current Secured | 0.00 | 15,000.00 | 548,000.00 |
| 701020 · Prop Tax Current Unsecured | 23,076.98 | 0.00 | 23,000.00 |
| 703000 · Prop Tax Prior Unsecured | 0.00 | 0.00 | 1,000.00 |
| 704000 · Prop Tax Curr Supplemental | 0.00 | 0.00 | 3,000.00 |
| 705000 · Prop Tax Prior Supplemental | 0.00 | 0.00 | 2,000.00 |
| 706000 · Teeter Settlement | 0.00 | 0.00 | 11,000.00 |
| 752800 · CA-Homeowners Tax Relief | 0.00 | 0.00 | 6,000.00 |
| 770100 · Property Tax - SBE | 0.00 | 0.00 | 5,000.00 |
| Total 700001 · Property Taxes | 23,076.98 | 15,000.00 | 599,000.00 |
| 740020 · Interest and Dividend Income | | | |
| 740020G · Interest on General Fnd at Cnty | 1,143.97 | 0.00 | 5,000.00 |
| 740020E · Interest on Endow Fnd at County | 73.15 | 0.00 | 500.00 |
| 740020O · Interest on ACO at County | 1,928.37 | 0.00 | 5,000.00 |
| 740021 · Interest - Wells Fargo Advisors | 9,951.47 | 8,751.00 | 35,000.00 |
| 740022 · Dividend Income - WFA | 1,572.80 | 1,374.00 | 5,500.00 |
| Total 740020 · Interest and Dividend Income | 14,669.76 | 10,125.00 | 51,000.00 |
| 770001 · Other Revenue | | | |
| 770100E · Endowment | 51,016.67 | 30,000.00 | 120,000.00 |
| 777030 · Marker Setting | 2,000.00 | 2,499.00 | 10,000.00 |
| 777040 · Open, Close Fees | 7,650.00 | 9,000.00 | 36,000.00 |
| 777520 · Sale of Lots | 15,383.33 | 13,749.00 | 55,000.00 |
| 777530 · Cremation | 5,400.00 | 2,001.00 | 8,000.00 |
| 777600 · Cenotaph | 0.00 | 126.00 | 500.00 |
| 780160 · Vaults, Flower Vases, etc. | 1,515.00 | 2,874.00 | 11,500.00 |
| 781360 · Other Misc. Revenue | 134.68 | 0.00 | 0.00 |
| Total 770001 · Other Revenue | 83,099.68 | 60,249.00 | 241,000.00 |
| Total Income | 120,846.42 | 85,374.00 | 891,000.00 |
| Gross Profit | 120,846.42 | 85,374.00 | 891,000.00 |

Temecula Public Cemetery District
Profit & Loss Budget Performance
 September 2017

| | Jul - Sep 17 YTD Budget Annual Budget | | |
|--|---------------------------------------|------------------|-------------------|
| Expense | | | |
| 510000 · Salaries and Employee Benefits | | | |
| 510040T · Regular Salaries. | | | |
| 510040 · Regular Salaries | 39,009.11 | 54,249.00 | 217,000.00 |
| 510330 · Year End Bonuses | 0.00 | 876.00 | 3,500.00 |
| 515100 · Life Insurance Policy | 106.92 | 120.00 | 480.00 |
| 518080 · Auto Allowance | 265.00 | 651.00 | 2,600.00 |
| Total 510040T · Regular Salaries. | 39,381.03 | 55,896.00 | 223,580.00 |
| 513000T · Retirement - Miscellaneous | | | |
| 518000 · Employer Contributions-457 | 1,876.86 | 3,375.00 | 13,500.00 |
| 551000 · Employee Contributions | -50.17 | 0.00 | 0.00 |
| Total 513000T · Retirement - Miscellaneous | 1,826.69 | 3,375.00 | 13,500.00 |
| 513120T · Retirement - Social Security | | | |
| 513120 · Social Security | 2,536.35 | 3,624.00 | 14,500.00 |
| 513140 · Medicare Tax | 593.17 | 825.00 | 3,300.00 |
| Total 513120T · Retirement - Social Security | 3,129.52 | 4,449.00 | 17,800.00 |
| 515080T · Health Insurance (eer share) | | | |
| 515081 · Health Insurance | 14,610.20 | 18,750.00 | 75,000.00 |
| 515082 · Vision Insurance | 281.67 | 276.00 | 1,100.00 |
| 515083 · Dental Insurance | 935.24 | 1,425.00 | 5,700.00 |
| Total 515080T · Health Insurance (eer share) | 15,827.11 | 20,451.00 | 81,800.00 |
| 515260T · Unemployment Insurance | | | |
| 517000 · Workers Comp Insurance | 4,677.62 | 3,426.00 | 13,700.00 |
| 515060 · State Unemployment Ins EDD | 0.00 | 249.00 | 1,000.00 |
| 513130 · CA SUI | 567.50 | 750.00 | 3,000.00 |
| Total 515260T · Unemployment Insurance | 5,245.12 | 4,425.00 | 17,700.00 |
| Total 510000 · Salaries and Employee Benefits | 65,409.47 | 88,596.00 | 354,380.00 |
| 520000 · Services and Supplies | | | |
| 529540T · Utilities | | | |
| 520320 · Telephone Service | 510.46 | 774.00 | 3,100.00 |
| 520845 · Trash | 867.64 | 750.00 | 3,000.00 |
| 529500 · Electricity | 1,505.94 | 1,374.00 | 5,500.00 |
| Total 529540T · Utilities | 2,884.04 | 2,898.00 | 11,600.00 |

Temecula Public Cemetery District
Profit & Loss Budget Performance
 September 2017

| | Jul - Sep 17 YTD Budget Annual Budget | | |
|--|--|------------------|-------------------|
| 524520T · Administrative Expenses | | | |
| 518160 · Board Stipend | 1,900.00 | 2,376.00 | 9,500.00 |
| 520115 · Uniforms - Replacement Clothing | 173.84 | 600.00 | 2,400.00 |
| 520230 · Cellular Phone | 907.30 | 1,050.00 | 4,200.00 |
| 520240 · Answering Service | 657.95 | 699.00 | 2,800.00 |
| 520705 · Food | 449.42 | 300.00 | 1,200.00 |
| 520930 · Insurance - Liability | 2,132.31 | 2,151.00 | 8,600.00 |
| 523100 · Memberships | 907.00 | 624.00 | 2,500.00 |
| 523290 · Bank Charges | 63.00 | 87.00 | 350.00 |
| 523621 · Subscriptions | 0.00 | 99.00 | 400.00 |
| 523660 · Computer Service | 501.79 | 1,875.00 | 7,500.00 |
| 523700 · Office Supplies | 0.00 | 699.00 | 2,800.00 |
| 523720 · Photocopies | 575.70 | 675.00 | 2,700.00 |
| 523760 · Postage/Mailing | 98.00 | 249.00 | 1,000.00 |
| 523840 · Computer Equipment/Software | 970.75 | 999.00 | 4,000.00 |
| 524520 · County Journal Recording | 28.14 | 624.00 | 2,500.00 |
| 524530 · Storage Fees | 244.00 | 189.00 | 750.00 |
| 524540 · Payroll Processing Services | 821.15 | 876.00 | 3,500.00 |
| 524560 · Auditing | 0.00 | 3,000.00 | 12,000.00 |
| 524561 · Accounting | 2,182.50 | 1,749.00 | 7,000.00 |
| 524566 · Temp for e-File | 0.00 | 2,499.00 | 10,000.00 |
| 524800 · Drug Testing/Pre-Employment | 40.00 | 99.00 | 400.00 |
| 525025 · Legal - General Counsel | 222.25 | 12,501.00 | 50,000.00 |
| 525030 · Paychex HR Support | 1,242.45 | 1,251.00 | 5,000.00 |
| 526420 · Advertising | 0.00 | 375.00 | 1,500.00 |
| 527280 · Awards/Recognition | 0.00 | 225.00 | 900.00 |
| 527880 · Training/ Staff | 0.00 | 876.00 | 3,500.00 |
| 528140 · Conferences and Meetings | 7,930.13 | 8,751.00 | 35,000.00 |
| 528980 · Meals | 246.79 | 501.00 | 2,000.00 |
| 528990 · Semi-Annual Team Dinner | 0.00 | 876.00 | 3,500.00 |
| 529040 · Private Mileage Reimbursement | 359.11 | 624.00 | 2,500.00 |
| 529050 · Website | 150.00 | 501.00 | 2,000.00 |
| 529550 · Water | 498.58 | 375.00 | 1,500.00 |
| Total 524520T · Administrative Expenses | 23,302.16 | 48,375.00 | 193,500.00 |

Temecula Public Cemetery District Profit & Loss Budget Performance September 2017

| | <u>Jul - Sep 17 YTD Budget Annual Budget</u> | | |
|---|--|------------------|-------------------|
| 524500T · Operational Expenses. | | | |
| 521420 · Maint-Field Equipment | 295.00 | 2,499.00 | 10,000.00 |
| 522310 · Maint-Building Improvements | 0.00 | 624.00 | 2,500.00 |
| 522320 · Maint - Grounds | 1,630.53 | 2,499.00 | 10,000.00 |
| 522360 · Maintenance-Extermination | 1,396.00 | 1,500.00 | 6,000.00 |
| 523250 · Repurchase | 800.00 | 624.00 | 2,500.00 |
| 523800 · Engraving Expense | 475.00 | 375.00 | 1,500.00 |
| 525320 · Security Guard Services | 0.00 | 63.00 | 250.00 |
| 525600 · Security | 858.15 | 624.00 | 2,500.00 |
| 527100 · Fuel | 735.66 | 876.00 | 3,500.00 |
| 527180 · Operational Supplies | 3,212.63 | 3,501.00 | 14,000.00 |
| 528020 · Inventory | 1,686.83 | 1,749.00 | 7,000.00 |
| Total 524500T · Operational Expenses. | 11,089.80 | 14,934.00 | 59,750.00 |
| Total 520000 · Services and Supplies | 37,276.00 | 66,207.00 | 264,850.00 |
| 530000 · Other Charges | | | |
| 530100 · Miscellaneous non-operating exp | 1,145.91 | 624.00 | 2,500.00 |
| Total 530000 · Other Charges | 1,145.91 | 624.00 | 2,500.00 |
| 540000 · Capital Assets | | | |
| 542060T · Cemetery Grounds | | | |
| 542040 · - Buildings, Capital Projects | 0.00 | 1,500.00 | 6,000.00 |
| 542060 · Improvements -Building | 1,780.00 | 1,749.00 | 7,000.00 |
| 542065 · Tree Renovaton | 0.00 | 876.00 | 3,500.00 |
| 542075 · Grounds Improvements | 0.00 | 3,750.00 | 15,000.00 |
| 548300 · Office Renovation | 3,079.00 | 1,500.00 | 6,000.00 |
| Total 542060T · Cemetery Grounds | 4,859.00 | 9,375.00 | 37,500.00 |
| 540040T · Land, Purchase of Land | | | |
| 540042 · Future Cemetery Property | 500.00 | 50,001.00 | 200,000.00 |
| Total 540040T · Land, Purchase of Land | 500.00 | 50,001.00 | 200,000.00 |
| 546020T · Equipment, etc | | | |
| 542070 · Well Motor | 0.00 | 1,251.00 | 5,000.00 |
| 546020 · Equipment - Automitive | 0.00 | 2,001.00 | 8,000.00 |
| 546240 · Mapping Software | 0.00 | 2,499.00 | 10,000.00 |
| Total 546020T · Equipment, etc | 0.00 | 5,751.00 | 23,000.00 |
| Total 540000 · Capital Assets | 5,359.00 | 65,127.00 | 260,500.00 |

Temecula Public Cemetery District
Profit & Loss Budget Performance
 September 2017

| | <u>Jul - Sep 17 YTD Budget Annual Budget</u> | | |
|---|--|--------------------|---------------------|
| 551100G · Contrib to Other Funds - Gen | 0.00 | 30,126.00 | 120,500.00 |
| 551100E · Contrib to Other Funds - Endow | 0.00 | 37,194.00 | 148,770.00 |
| Total Expense | 109,190.38 | 287,874.00 | 1,151,500.00 |
| Net Ordinary Income | 11,656.04 | -202,500.00 | -260,500.00 |
| Other Income/Expense | | | |
| Other Income | | | |
| 731000 · Realized Gain (Loss) on Invest | 0.00 | 0.00 | 0.00 |
| 731100 · Unrealized Gain (Loss) on Invest | 3,363.13 | 0.00 | 0.00 |
| Total Other Income | 3,363.13 | 0.00 | 0.00 |
| Net Other Income | 3,363.13 | 0.00 | 0.00 |
| Net Income | 15,019.17 | -202,500.00 | -260,500.00 |



WELLS FARGO ADVISORS

SNAPSHOT

**TEMECULA PUBLIC CEMETERY DIST
ENDOWMENT PRINCIPAL**

SEPTEMBER 1, 2017 - SEPTEMBER 30, 2017
ACCOUNT NUMBER: 5397-7799

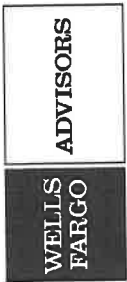
Progress summary

| | THIS PERIOD | THIS YEAR |
|----------------------|-----------------------|-----------------------|
| Opening value | \$1,771,320.35 | \$1,544,983.49 |
| Cash deposited | 0.00 | 205,910.00 |
| Securities deposited | 0.00 | 0.00 |
| Cash withdrawn | -4,292.00 | -23,641.99 |
| Securities withdrawn | 0.00 | 0.00 |
| Change in value | -5,092.47 | 34,684.38 |
| Closing value | \$1,761,935.88 | \$1,761,935.88 |

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 AUG 31 | % | CURRENT VALUE ON SEP 30 | % | ESTIMATED ANN. INCOME |
|-------------------------|------------|-----------------------------|-------------|----------------------------|-------------|--------------------------|
| Cash and sweep balances | | 62,534.05 | 3.53 | 84,864.83 | 4.82 | 42 |
| Stocks, options & ETFs | | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| Fixed income securities | | 1,460,558.97 | 82.46 | 1,429,549.68 | 81.14 | 29,994 |
| Mutual funds | | 248,227.33 | 14.01 | 247,521.37 | 14.05 | 4,141 |
| Asset value | | \$1,771,320.35 | 100% | \$1,761,935.88 | 100% | \$34,177 |



SNAPSHOT

**TEMECULA PUBLIC CEMETERY DIST
ENDOWMENT INTEREST**

SEPTEMBER 1, 2017 - SEPTEMBER 30, 2017
ACCOUNT NUMBER: 5559-0516

Progress summary

| | THIS PERIOD | THIS YEAR |
|----------------------|---------------------|---------------------|
| Opening value | \$628,414.57 | \$595,798.48 |
| Cash deposited | 4,292.00 | 24,366.85 |
| Securities deposited | 0.00 | 0.00 |
| Cash withdrawn | 0.00 | 0.00 |
| Securities withdrawn | 0.00 | 0.00 |
| Change in value | -1,232.02 | 11,309.22 |
| Closing value | \$631,474.55 | \$631,474.55 |

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Portfolio summary

| ASSETS | ASSET TYPE | PREVIOUS VALUE ON AUG 31 | % | CURRENT VALUE ON SEP 30 | % | ESTIMATED ANN. INCOME |
|-------------------------|------------|-----------------------------|-------------|----------------------------|-------------|--------------------------|
| Cash and sweep balances | | 22,380.91 | 3.56 | 26,886.48 | 4.26 | 13 |
| Stocks, options & ETFs | | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| Fixed income securities | | 490,683.70 | 78.08 | 489,627.20 | 77.54 | 9,405 |
| Mutual funds | | 115,349.96 | 18.36 | 114,960.87 | 18.21 | 1,950 |
| Asset value | | \$628,414.57 | 100% | \$631,474.55 | 100% | \$11,368 |

Monthly Revenues
July 2017-June 2018

| <u>FYE 06/30/18</u> | <u>July</u> | <u>August</u> | <u>September</u> |
|---------------------|------------------|------------------|------------------|
| Single | 6,000.00 | 2,000.00 | 3,000.00 |
| Single End | 10,000.00 | 3,000.00 | 4,500.00 |
| Single/Dual | - | - | - |
| S/D End | - | - | - |
| Dual | - | 4,000.00 | 2,000.00 |
| Dual End | 1,000.00 | 3,000.00 | 2,000.00 |
| Collum | 1,500.00 | 1,000.00 | 500.00 |
| Column End | 4,600.00 | 2,400.00 | 1,200.00 |
| cenotaph | - | - | - |
| Ground Crem | 200.00 | 1,000.00 | - |
| G Crem End | 1,000.00 | 5,000.00 | - |
| O/C -B | 2,200.00 | - | 2,750.00 |
| O/C-C | 1,300.00 | 700.00 | 700.00 |
| Vault | - | - | 174.00 |
| Crem Vase | 123.04 | 123.04 | - |
| Grave Vase | 42.00 | 64.50 | 64.50 |
| Set Fee | 800.00 | 400.00 | 800.00 |
| Niche | - | - | - |
| Non-Res | 7,500.00 | - | 3,000.00 |
| Disinter | - | - | - |
| Graveside | 500.00 | - | 2,000.00 |
| Engraving | 450.00 | 225.00 | 225.00 |
| Misc | - | - | - |
| Handling | - | - | - |
| Taxes | 13.52 | 15.48 | 20.86 |
| Labor | 176.44 | 246.98 | 450.64 |
| Total | 37,405.00 | 23,175.00 | 23,385.00 |

Cemetery Property
Fiscal Year 2017-2018

FYE 06/30/18

| | Jul | Aug | Sep |
|-------------------|-----|-----|-----|
| Dual Lower | 269 | 269 | 269 |
| Dual Upper | 404 | 402 | 401 |
| Dual/ Single | 61 | 61 | 61 |
| | | | |
| Singles | 159 | 157 | 154 |
| | | | |
| Cr Estates | N/A | N/A | N/A |
| Gr. Cremation | 43 | 38 | 38 |
| | | | |
| Hexagon Wall | 1 | 1 | 1 |
| Tier 1 | 0 | 0 | 0 |
| Tier 2 | 0 | 0 | 0 |
| Tier 3 | 5 | 3 | 2 |
| Tier 4 | 20 | 20 | 20 |
| Tier 5 | 18 | 18 | 18 |
| | | | |
| Cenotaph | 48 | 48 | 48 |
| Ossuary | 334 | 334 | 334 |
| Cremation Benches | 9 | 9 | 9 |

SEPTEMBER 2017 Burial Depletion Sales

Pre-Need

| | |
|------------------|---|
| Single Lots | 2 |
| Dual Lots | |
| Wall | 1 |
| Cremation Ground | |
| | |

At Need

| | |
|------------------|---|
| Single Lots | 1 |
| Dual Lots | 1 |
| Wall | |
| Cremation Ground | |
| | |

September 2017

September 2017

October 2017

| | | | | | | |
|----|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 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 |
| 1 | 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 | 31 | | | | |

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---------------|----------------------------|--|---------------|--------------------------------------|---|-----------|
| Aug 27 | 28 | 29 | 30 | 31 | Sep 1 | 2 |
| | | | | | Cemetery Closed | |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| | Closed for Labor Day | Strauss 10:00 B | Linda in | Cindi and Michelle out | Arrington 1:30 B Jarren Out - Birthday | |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| | Cindi Out Reyes 10:00 C | Notardonato 9:00 C | Bahou 12:30 B | | Mele 10:00 B | |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| | | | | CAPC Area Meeting John Walsh appt | Board Meeting Gamorro 1:00 B | |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| | Michelle out sick | Cindi and Trustees in Monterey for CSDA Annual Conference Ferrer walk in Linda Wolfe 12:00 | | Michelle's Birthday | Michelle out for Birthd | |

Aug 27 - Sep 2

Sep 3 - 9

Sep 10 - 16

Sep 17 - 23

Sep 24 - 30

September 18, 2017

Ms. Rosie Vanderhaak
Board President
Temecula Public Cemetery District
41911 C Street
Temecula, California 92592

Re: No Paid Workers' Compensation Claims in 2016-17

Dear Ms. Vanderhaak:

This letter is to formally acknowledge the dedicated efforts of the Temecula Public Cemetery District's Governing Body, management and staff towards proactive loss prevention and workplace safety. Your agency's efforts have resulted in no "paid" workers' compensation claims for program year 2016-17. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year. This is a great accomplishment!

It is through the efforts of members such as Temecula Public Cemetery District that SDRMA has been able to continue providing affordable workers' compensation coverage to over 439 public agencies throughout California. In fact, 270 members or 61% in the workers' compensation program had no "paid" claims in program year 2016-17.

In addition to this annual recognition, members with no "paid" claims during 2016-17 earned 2 credit incentive points (CIPs) thereby reducing their annual contribution amount. Also, members without claims receive a lower "experience modification factor" (EMOD) which also reduces their annual contribution amount.

As SDRMA is dedicated to serving its members and preventing claims, we would appreciate your agency taking a moment and sharing with us what made your District successful in preventing work related injuries. Our goal is to incorporate your successful ideas and suggestions into our loss prevention programs to benefit all members of SDRMA. Please forward any ideas or suggestions to Dennis Timoney, SDRMA Chief Risk Officer at dtimoney@sdrma.org.

On behalf of the SDRMA Board of Directors and staff, it is my privilege to congratulate the Governing Body, management and staff of 2017-18 for their commitment to proactive loss prevention and safety in the workplace.

Sincerely,
Special District Risk Management Authority


Jean Bracy, President
Board of Directors

September 19, 2017

Ms. Rosie Vanderhaak
Board President
Temecula Public Cemetery District
41911 C Street
Temecula, California 92592

Re: President's Special Acknowledgement Award – Property/Liability Program

Dear Ms. Vanderhaak:

This letter and enclosed certificate, are to formally acknowledge the dedicated efforts of the Temecula Public Cemetery District's Governing Body, management and staff towards proactive risk management and loss prevention training for earning the President's Special Acknowledgement Award! The Award is to recognize members with no "paid" claims during the prior **five consecutive program years** in the Property/Liability Program.

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. Your agency's efforts have resulted in no "paid" property/liability claims for the prior 5 consecutive program years including 2016-17. This is an outstanding accomplishment that serves as an example for all SDRMA members!

It is through the efforts of members such as Temecula Public Cemetery District that SDRMA has been able to continue providing affordable property/liability coverage to over 500 public agencies throughout California. While 408 members or 81% in the property/liability program had no "paid" claims in program year 2016-17, 259 members or 52% had no paid claims for the prior 5 consecutive years.

In addition to this annual recognition, members with no "paid" claims during 2016-17 earned 2 credit incentive points (CIPs) reducing their annual contribution amount and members with no "paid" claims for the prior 5 consecutive program years earned 3 additional bonus CIPs. Also, members with no "paid" claims for at least 3 consecutive program years may receive a lower "risk factor" which also helps to reduce the annual contribution amount.

Included with this letter and certificate is your press release template so your agency may showcase this important accomplishment.

On behalf of the SDRMA Board of Directors and staff, it is my honor to congratulate your Governing Body, management and staff for your commitment to proactive risk management and loss prevention training.

Sincerely,
Special District Risk Management Authority


Jean Bracy, President
Board of Directors



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

President's Special Acknowledgement Award

THE PRESIDENT OF THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

HEREBY GIVES SPECIAL RECOGNITION TO

Temecula Public Cemetery District

The President's Special Acknowledgement Award is to recognize members with no "paid" claims during the prior five consecutive program years in the Property/Liability Program. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during that same period and excludes property claims. Congratulations on your excellent claims record!


Jean Bracy, SDA, SDRMA Board President

September 19, 2017
Date

Cindi Beaudet

From: Mark Heddy <mheddy@honorlife.com>
Sent: Monday, October 02, 2017 12:54 PM
To: Cindi Beaudet
Cc: Joe Sands
Subject: Re: Monuments

Hey Cindi

thank you for the update.

I did already inspect the five monuments in question with Joe recently. They all appear to be loose at the top part of the monument.

Without knowing how they were assembled (with or without pins) it is difficult to say how they will continue to hold up.

if you are concerned about the stability of the monuments then they should either be removed (at least the top piece) or repaired: glued and pinned.

As you know we have already been contacted by the Temecula Historical Society to repair the monuments and have given them a price to do the work.

we have also already received a deposit for that work.

At this point we just need to work out some paperwork regarding a release of liability for Honor Life.

Please let me know how you want to proceed.

Thank you
Mark Heddy
Honor Life Sales
760-535-0546 cell

On Mon, Oct 2, 2017 at 9:08 AM, Cindi Beaudet <Cindi@temeculacemetery.org> wrote:

Good Morning Mark-

At our Board meeting 09-22-2017 it was decided that we would like to have a vendor such as yourself that is familiar with uprights to come and take a look at the ones in question and to give us in your professional opinion if they are fine to leave or if you think we should have them removed or repaired immediately.

Would you be willing to walk the grounds with Joe and write something up that I can provide to my Board next month regarding the condition, of course we would reimburse you for your time.

From: Joe Sands
Sent: Monday, October 02, 2017 9:02 AM
To: Mark Heddy

Cc: Cindi Beaudet
Subject: Re: Monuments

Good morning mark. I just wanted to cc Cindi on this. Have a good week

Sent from my iPhone

On Sep 27, 2017, at 2:08 PM, Joe Sands <Joe@temeculacemetery.org> wrote:

Hey Mark. Cindi is in Monterey at a conference this week. Im sure she will send you something when she gets back.

--
Mark Heddy
Honor Life Sales
800-585-5768
760-535-0546 cell

The Temecula Public Cemetery District ("District") grants Rayzist Photomask, Inc., a California corporation doing business as Honor Life ("Licensee") permission to enter on the cemetery grounds located at 41911 C Street, Temecula, California, for the purpose of repairing and renovating certain memorial monuments and markers at its own risk. The District does not own any memorial monuments or markers on the cemetery grounds and does not have the responsibility or obligation to maintain, repair or renovate them. The District also makes no representation that it has the consent of any of the owners of the memorial monuments and markers located on the cemetery grounds to allow, permit or authorize Licensee to repair or renovate any memorial monuments or markers. As such, none of work performed by Licensee under this License is for the benefit of the District.

The District shall not be responsible for any of the following: (a) compensation or reimbursement of Licensee's owners, agents, contractors, employees or volunteers; (b) damage to any memorial monuments or markers proximately caused by Licensee and its owners, agents, contractors, employees or volunteers; and (c) death or injuries incurred by Licensee's owners, agents, contractors, employees or volunteers, resulting from any work performed by Licensee under this License.

This License shall not provide Licensee with the right or privilege to disrupt official District business at any time.

This License shall expire on December 31, 2017, unless the District approves an extension. The District Manager shall have the right to revoke this License at any time with or without cause and Licensee shall have no right to appeal any such decision to the District's Board of Trustees.

ACCEPTED AND ACKNOWLEDGED:

| LICENSEE | DISTRICT |
|-------------------|-------------------|
| _____ | _____ |
| Signature | Signature |
| _____ | _____ |
| Print Name | Print Name |
| _____ | _____ |
| Title | Title |
| _____ | _____ |
| Date | Date |

Conference Attendance

The General Manager will reserve hotel rooms and soon as they become available for conferences. Some conferences based on their location and classes are highly desirable and book up quite quickly, therefore, when asked at the Board meeting who plans on attending be sure to let the manager know,

1. If you plan to attend
2. If you need accommodation's at the hotel
3. If you need more than one bed

This is the same for the conferences, the staff of these conferences need,

1. Name of guest
2. Meal accommodations

As a reminder to the established Trustees and information for the new Trustees,

When making travel arrangements, please look at all the options that will be most cost effective to the District, carpooling seems to work well to save the District reimbursement money.

When you turn in your expenses to the General Manager, if she sees discrepancies with receipts or travel reimbursement, she will adjust automatically and refund accordingly based on Health and Safety Code and the Districts Compensation and Reimbursement Policy #1005. Any disputes can be presented openly at the following Board meeting.

Also, the District pays for these conferences in advance, the cost of a conference is,

“Full Conference” or “Daily”

If you need to leave early for any reason while at the conference, you may be liable to the District for the cost of that day(s). Please let the General Manager know in advance when she is asking for attendance if you are able to attend the Full Conference.



California Special
Districts Association
Districts Stronger Together

**NEW Session Options
for Returning Attendees!**

**NEW
SESSIONS!**

2017 BOARD SECRETARY/CLERK CONFERENCE

Premiere Training for Board Secretaries/Clerks

October 22-24, 2017 • Anaheim, California

DONE

NEW 2017

PRE-CONFERENCE WORKSHOP
**Reader-Friendly Writing
That Works: Policies and
Meeting Minutes**

SDRMA

Co-sponsored by the
Special District Risk Management Authority

Re: 2017 CSDA Annual Conference 9/25/2017-9/28/2017

I attended the 2017 CSDA Annual Conference with you and our entire Temecula Public Cemetery District Board of Trustees from September 25th-28th in Monterey, California. This was the second training course that I've attended in the past three months and I enjoyed the camaraderie amongst our fellow Trustees in California. I sat in on a couple breakout workshops and below is a quick review of what I learned.

“Right This Way To A Better Board....Board Best Practices”

This workshop was taught by Brent Ives. Brent had spoken at my Governance Training in July, and is the author of 52 Ways To Be A Better Board. I was interested in hearing his take, as he has served on numerous boards over the years, not to mention, many years as Mayor of Tracy CA. Brent spoke of the importance of the relationship amongst the Public, Board Members, GM, employees and the challenges that arise.

“CEQA Basics and Hot Topics For Board Members & Staff”

The first thing I learned was that CEQA was the acronym for California Environmental Quality Act. The class was taught by three Riverside, CA attorneys. I live and work in Temecula, and was interested in their take on Tribal Cultural Resources (AB-52), as Pechanga, Pala, and a number of other Indian Tribes are in our backyard. Each time a step by step approach is determined if a particular project is exempt from CEQA. #1 Public agency action trigger? #2 If yes, is the action a “project”? #3 If yes, is the project exempt? #4 If no, analyze environmental impacts #5. Approve or disapprove the project.

Best Regards,

Craig Davis
Temecula Public Cemetery District Trustee

Oct 3, 2017

EFFECTIVE COMMUNICATIONS

Financials questions we should be asking

Water demands

Prop. 218, prop13, 1%

Restrictions on local taxes

2/3 vote for new taxes

Government code 50076

Special taxes

Prop 218, article xiii

Reduce tax assessment fees reiterated voter approval

Required for general taxes 2/3 majority voters.

Property related fees

Rates may not be imposed if majority praetor 50% plus 1 after 45 day public hearing.

Article xiii D

Job cannot exceed funds set aside for that project, fees for project can only be used for that project. Such as water, sewer, refuse, etc.

Special assessments 53756

Raise rates do to increase in import costs

Cost of service process, labor, etc.

Rate polices, financial needs, demand analysis, cost of service, labor, rate design, public outreach, reserves, system allocations, broken lines, water resources, storage, conveyance,

Distribution, billing and administration for recycled water

Dale Qualm



October 3, 2017

Look before you leap Protecting Your District.

International Controls

Things you should keep under control. During the year should try to stay close to

Budget not too far under, and not over, keeps state from looking at your accounts

Cash controls.

Watch accounts receivable. Look for anything that stands out as unusual.

Watch refunds and credits.

Have a policy for bad checks.

Inventory check in and check out eliminates misuse of tools and supplies.

Yearly

Purchasing and supply contracts.

Check, repair, and, replace out dated and broken electronic equipment

Watch travel and reimbursements.

Have credit card, Policies, and Eligibility requirements.

Capitol assets policy.

Deprecation and useful life.

Disaster and recovery policy.

Make sure to have security policy in place.

Check financial reports correct and on time.

Reserves for long term projects are in place.

Dept. management.

Cell phones, legally required policies, ab1234compensation reimbursement policy and conflict of interest policy.

Annual review of policies, communication, and training, fraud risk training.

Internal audit. Require employees to take vacations, journal entries, risk assessment, where could fraud occur? When change occurs.

To eliminate this problem use outside accountant, internal audit.

Respectfully submitted, Dale Qualm



Summary of the breakout: Beyond website basics

Hosted : by Streamline

Attendee: David Reese

We have heard from Cindy that there is a question as to the district website being paid by the public. Here is why it should be paid by the public: The new rules being passed by both Federal and State legislators that mandate that all websites be accessible, just like bathrooms and public buildings, for the handicapped. The law is found in Section 508. I have copied the pertinent section below:

In 1998, Congress amended the Rehabilitation Act of 1973 to require Federal agencies to make their electronic and information technology (EIT) accessible to people with disabilities. The law ([29 U.S.C. § 794 \(d\)](#)) applies to all Federal agencies when they develop, procure, maintain, or use electronic and information technology. Under Section 508, agencies must give disabled employees and members of the public access to information that is comparable to access available to others. The United States Access Board [discusses the Section 508 law](#) and its responsibility for developing accessibility standards for EIT to incorporate into regulations that govern Federal procurement practices.

Streamline manages our website and is responsible for us being compliant with the laws and regulations. That includes making sure that even color-blind people can see what is on our website.

The breadth of the regulations, and the complexity of websites makes streamline an excellent value for the district. I was impressed with the knowledge they demonstrated when it came to these laws, and feel we are in excellent hands.

Summary of the breakout: Building a solid Financial Foundation: Financial Policies and Internal Controls

Hosted By: David Becker, James Marta and Co. LLP

Attendee: David Reese

This focus of this session was establishing transparent financial policies for the handling of all transactions, no matter how small or seemingly unnecessary. The speaker pointed out that most districts have in place sufficient policies, but they are not updated to meet the rules required. This opens the door for all kinds of problems with state regulations on use of public funds.

Overview of the entire conference

Overall, the conference was a good experience. I learned quite a bit about the way special districts work, the amount of work required by Cindi does in keeping everything on track, and how many districts there are. I was really impressed with the following Cooper has amongst the vendors. Everyone asked about him.

The facilities were great, the speakers were very informative, especially the keynote speaker, Eric Boles. The events were well planned, with my only recommendation being- have more seats for the casual dining events.

On Tuesday 9/26/2017 I attended the " It's getting hot in here " climate change class at the CSDA convention in Monterey Ca

The first thing said by the presenter was " climate change is not going to happen, it's already here "

In Riverside County Ca the extreme high temperature is 105.6 F.

Past weather records show this high temperature occurs on an average of 4.3 days per year.

Based on expert analysis,they are predicting that by the end of this century 105.6 and higher will occur 63 times per year with the average progressing annually.

Our seacoast shoreline will dramatically change as the melting ice caps and glaciers will increase ocean capacity

Many billions of dollars will be needed to adapt to the many changes the rising temperatures will bring about.

" ICARP " Integrated climate adaption and resilience program has become been formed by the state of California to better understand the problems and solutions brought about by climate change.

The " Little Hoover Commission " has strongly recommended that all Special Districts include climate change in their Master Plan and all future budgets

The second class I attended was " Gender Identity in the Workplace "

This class was focused on that many people now choose to identify themselves as neither male or female.

Problem areas such as rest room facilities, employment application forms, and dress codes were discussed.

Mike Dugan

2017 CSDA ANNUAL CONFERENCE
September 25-28, 2017
Monterey, CA.

ATTENDING:

Cindi Beaudet, General Manager, Rosie Vanderhaak, Chair, Dale Qualm, Vice Chair, Mike Dugan, Trustee, Craig Davis, Trustee, David Reese, Trustee.

The conference began Monday evening with the President's Reception with the Exhibitors.

Tuesday, September 26, 2017, motivational speaker, Eric Boles, shared from his book *Moving to Great*. Shared tips for personal accountability with ways to overcome the resistance to change. He challenged us to start fast and finish strong. Better to be a learn it all rather than a know it all. People will choose unhappiness over uncertainty; fear of the unknown – the future - shows no plan or vision. Making the unknown known means clearly defined goals. Fear of failure – learn from mistakes; indecision kills us (pesticide, homicide). We all need feedback to move too great. As leaders we're responsible to our people, not responsible for our people. Don't run around the wedge- things don't work out by themselves. Confront the wedge.

I attended "Lions, Tigers, and Comfort Animals – As the Employer, What (and How) are you Required to Accommodate?" Handout is attached. Most important thing I learned was California Law takes precedence over Federal Law. Comfort animals are a protected class under California Law.

The afternoon was spent with Required Ethics AB1234 Compliance Training, part 1 and 2. The district manager and four trustees received their certificate which is good for two years. Craig Davis took part 2, but will take part 1 on-line.

Wednesday, September 27, 2017 – Guest speaker, Manley Feinberg – spoke on "Reaching your next Summit! 9 Vertical Lessons. Key points: Show-up/Step Up! Ignore a few to win the hearts of many; courage is contagious; ask better questions; declare your current climb; start challenging beliefs; anchor your actions – hold yourself and team accountable; celebrate the summit.

I attended a workshop entitled Gender Identity in the Workplace presented by Dennis Timoney. Gender is fluid – It's how I feel. Gender should not be on the job application. Document, document, document. Sex, gender identity, gender expression, age, and sexual orientation are all protected status. May need to add more language to policy.

The entire board and general manager completed the required AB1825 & AB 1661 Harassment Prevention Training for Officials & supervisors.

Thursday, September 28, 2017 – 2017 Legislative Impacts on Special Districts -stressed the importance of getting to know our representatives due to the change in term limits – serve 12 years in either house. 72- hour print rule. If you don't tell your story, someone else will. CSDA carried AB 979 (LAFCO) will take effect January 1, 2018.

*Rosie Vanderhaak
Chair - Board of Trustees
Temecula Public Cemetery*