

Tracy Public Cemetery District

Board Meeting Minutes Of November 10, 2021

Regular Board Meeting called to order at 5:30 pm by Vice-Chairman Birk at the Schulte Memorial Park District office.

Roll Call:

Present: Chairman Dianne Timan, Vice-Chair Eugene Birk, Trustee Kevin Tobeck, Trustee Derrick Davis, District Manager Maylene Warner (Absent), Office Admin Loran Prater and Office Admin Brandy Zamora.

Review of Agenda Items:

Visitors in Attendance: None

Comments from the Floor: None

Minutes: The Regular Session Meeting Minutes of October 13, 2021 were approved by motion of Trustee Davis, second by Trustee Tobeck, motion passed unanimous.

Financial Report: September 2021 Financial reports were approved by motion of Trustee Davis, second by Trustee Tobeck, motion passed unanimous.

Monthly Interments: A copy of the October 2021 Burial Report was included in the meeting packet; total for Schulte 29 burials which included 14 full casket burials, 1 infant burial and 14 cremation burials. 15 At-Need and 14 Pre-Need. Total for Valpico Memorial Park 0 burials which includes 0 full casket burials, 0 cremation burial and 0 baby burial. 0 At-Need and 0 Pre-Need.

Pre-Need Account: The cash amount of pre-paid interment rights and services used (Schulte) for the month of October 2021, \$4,950.00.

Review of Warrants: Warrants of October 07 and 27, 2021, were approved by motion of Trustee Tobeck, second by Trustee Davis, motion passed unanimous.

Trustees Comments:

Old Business:

A. District Business:

1. **District Polices:** Nothing to report
2. **Grand Jury Report:** The Board of Trustees all agreed with the finding of the Grand Jury Report and District Manager Warner to write letter in response to the findings. The Board of Trustees in agreement with the San Joaquin Grand Jury Report this came by motion of Trustee Davis, Second by Trustee Tobeck, motion passed unanimous.
3. **Wreaths Across America:** Office Admin Prater reported Wreaths Across America will be hosting their annual wreath laying on Saturday December 18, 2021. The Tracy Public Cemetery District will donate 20 wreaths @ \$15.00 per wreath for a total of \$300.00, this came by motion of Trustee Birk, second by Trustee Tobeck, motion passed unanimous.
4. **Price List:** The Board of Trustees reviewed the price list for 2022 and all in agreement this came by motion of Trustee Tobeck, second by Trustee Birk, motion passed unanimous.

A. Schulte Memorial Park

- **Main Entrance Project (2nd Phase)**: Trustee Tobeck reported that light posts were added to the new drawing that was distributed. They are going to try to match the brick wall the best they can. We will need to find a general contractor and he is hoping to get bids within the next 6 weeks and he is hoping to get it started on Feb 1, 2022.

B. Valpico Memorial Park:

- **Irrigation**: Nothing to report
- **Automatic Gates**: Trustee Davis asked what our next step is to get the gates opened more often. Office Admin Prater reported that we are still working on getting the office up and running and we are still having someone go out to Valpico Monday through Friday from 4:45pm-5:15pm and on Saturday from 9am -11am to open the gates for families.
- **Modular Home**: Trustee Davis asked if anyone had come out to inspect the Modular home. He said that he does not want to keep spending thousands of dollars doing patchwork, he would like the problem to be fixed. Update at next meeting

Closed Session: None

Being no further business to discuss, the Regular Meeting was adjourned at 6:37 pm by Chairman Dianne Timan.

Respectfully,
Loran Prater

TRACY PUBLIC CEMETERY DISTRICT
 Profit & Loss by Class

July through October 2021

	SCHULTE	SCHULTE END	SCHULTE PN	VALPICO	VALPICO END	VALPICO PN
Ordinary Income/Expense						
Income						
3016 · Disinterment Fee Income	5,150.00	0.00	0.00	0.00	0.00	0.00
3005 · Lot Sales	84,750.00	0.00	0.00	19,900.00	0.00	0.00
3010 · Endowment Sales	0.00	49,750.00	0.00	0.00	7,800.00	700.00
3015 · Open/Close	57,135.00	0.00	44,200.00	2,400.00	0.00	15,900.00
3020 · Vault Sales	18,550.00	0.00	10,650.00	750.00	0.00	2,700.00
3025 · Vault Handling Fee	6,500.00	0.00	3,050.00	50.00	0.00	900.00
3030 · Saturday Service Fee	4,550.00	0.00	0.00	0.00	0.00	0.00
3040 · Non Resident Fee	23,100.00	0.00	6,300.00	0.00	0.00	700.00
3042 · Misc Sales	925.00	0.00	0.00	0.00	0.00	0.00
3045 · Curr-Taxes-Secured	16,021.63	0.00	0.00	0.00	0.00	0.00
3046 · Curr-Taxes-Unsecured	1,225.12	0.00	0.00	0.00	0.00	0.00
3064 · Interest-STIFEL Advisors	0.00	2,424.07	0.00	0.00	0.00	0.00
3065 · Interest-County-Pre-Need	1,112.00	0.00	1,215.00	0.00	0.00	0.00
3066 · Interest-County-Gen-Res	990.00	0.00	0.00	0.00	0.00	0.00
3068 · Interest-County General	1,397.00	0.00	0.00	0.00	0.00	0.00
3073 · Interest-Cap Improvement Fund	860.00	0.00	0.00	0.00	0.00	0.00
3070 · Interest-Bank	120.34	0.00	0.00	0.00	0.00	0.00
3080 · Securities Gains/Losses	0.00	1,696.55	0.00	0.00	0.00	0.00
Total Income	222,386.09	53,870.62	65,415.00	23,100.00	7,800.00	20,900.00
Cost of Goods Sold						
4005 · Vault Purchase	10,944.00	0.00	0.00	1,508.00	0.00	0.00
4010 · Buy Backs / Refunds						
4012 · Lot Buy Back	0.00	0.00	0.00	250.00	0.00	0.00
4013 · Non Resident Refund	1,400.00	0.00	0.00	0.00	0.00	0.00
4010 · Buy Backs / Refunds - Other	750.00	0.00	0.00	4,150.00	0.00	0.00
Total 4010 · Buy Backs / Refunds	2,150.00	0.00	0.00	4,400.00	0.00	0.00
Total COGS	13,094.00	0.00	0.00	5,908.00	0.00	0.00
Gross Profit	209,292.09	53,870.62	65,415.00	17,192.00	7,800.00	20,900.00
Expense						
5105 · Salaries Regular	113,794.00	0.00	0.00	0.00	0.00	0.00
5120 · Salaries Overtime	21,473.68	0.00	0.00	0.00	0.00	0.00

TRACY PUBLIC CEMETERY DISTRICT

Profit & Loss by Class

July through October 2021

	SCHULTE	SCHULTE END	SCHULTE PN	VALPICO	VALPICO END	VALPICO PN
5130 · Retirement	48,153.03	0.00	0.00	0.00	0.00	0.00
5140 · Payroll Taxes						
FICA	9,198.39	0.00	0.00	0.00	0.00	0.00
Medicare	2,151.22	0.00	0.00	0.00	0.00	0.00
SDI	-1,820.09	0.00	0.00	0.00	0.00	0.00
State Unemployment	3,704.45	0.00	0.00	0.00	0.00	0.00
5140 · Payroll Taxes - Other	5,371.20	0.00	0.00	0.00	0.00	0.00
Total 5140 · Payroll Taxes	18,605.17	0.00	0.00	0.00	0.00	0.00
5150 · Health Insurance	65,200.02	0.00	0.00	0.00	0.00	0.00
5165 · Vision Care	733.92	0.00	0.00	0.00	0.00	0.00
5205 · Office Expense	5,512.90	0.00	0.00	2,770.28	0.00	0.00
5220 · Meeting Expense	1,529.67	0.00	0.00	0.00	0.00	0.00
5230 · Prof Service	1,786.50	0.00	0.00	212.00	0.00	0.00
5240 · Sales Tax	4,254.00	0.00	0.00	0.00	0.00	0.00
5305 · Fuel-Oil-Lube	2,021.54	0.00	0.00	775.17	0.00	0.00
5315 · Uniforms & Laundry	3,413.44	0.00	0.00	0.00	0.00	0.00
5320 · Utility Expense	19,835.35	0.00	0.00	6,556.07	0.00	0.00
5405 · Maint-Equipment	3,080.00	0.00	0.00	0.00	0.00	0.00
5415 · Maint-Building/Grounds	32,545.14	0.00	0.00	2,659.28	0.00	0.00
Total Expense	341,938.36	0.00	0.00	12,972.80	0.00	0.00
Net Ordinary Income	-132,646.27	53,870.62	65,415.00	4,219.20	7,800.00	20,900.00
Net Income	-132,646.27	53,870.62	65,415.00	4,219.20	7,800.00	20,900.00

TRACY PUBLIC CEMETERY DISTRICT

Balance Sheet

As of October 31, 2021

Accrual Basis

Oct 31, 21

ASSETS

Current Assets

Checking/Savings

1101 · Cash in Bank -General Operating	505,060.61
1112 · Cash in Bank-Pre-Need	211,800.00
1172 · Cash in Bank-Endowment	148,400.00
44101 · Cash in County-General operatin	1,098,082.30
44102 · Cash in County-Gen Reserve	1,204,387.51
44105 · Cash in County-Pre-Need	1,353,219.12
44191 · Capital Improvements Fund	1,047,118.30

Total Checking/Savings 5,568,067.84

Other Current Assets

1273 · Endowment Acct	1,404,924.20
1274 · Endowment Interest Acct	940,772.92
1499 · Undeposited Funds	22,850.00
1900 · Prepaid Expenses	44,912.00

Total Other Current Assets 2,413,459.12

Total Current Assets 7,981,526.96

Fixed Assets

2500 · Valpico Land	3,314,661.31
2150 · Land Improvements	384,836.19
2200 · Building	517,847.00
2300 · Furniture & Equipment	514,866.69
2400 · Accumulated Depreciation	-1,063,476.89

Total Fixed Assets 3,868,734.30

TOTAL ASSETS 11,650,261.26

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2076 · Deferred Inflows	58,663.00
2075 · Deferred Outflows	-337,757.00
2090 · Deferred Income Pre-Need	981,651.00
2070-0 · Pension Liability	1,016,587.00
2010 · Accounts Payable - Manual	12,115.00
2020 · Wages Payable	4,915.00
2050 · Accrued Vacation	38,485.67

Total Other Current Liabilities 1,774,659.67

Total Current Liabilities 1,774,659.67

Long Term Liabilities

2080-0 Health Insurance Retiree 96,218.00

Total Long Term Liabilities 96,218.00

Total Liabilities 1,870,877.67

TRACY PUBLIC CEMETERY DISTRICT

Balance Sheet

As of October 31, 2021

Accrual Basis

	Oct 31, 21
Equity	
2800 · Fixed Assets Equity	3,516,836.00
2810 · Endowment Equity	1,073,811.02
2820 · General Fund Equity	2,451,350.39
2850 · Pre-Need Equity	96,587.00
3000 · Opening Bal Equity	145,111.00
3900 · Retained Earnings	2,474,108.63
Net Income	21,579.55
Total Equity	9,779,383.59
TOTAL LIABILITIES & EQUITY	<u>11,650,261.26</u>

TRACY PUBLIC CEMETERY DISTRICT
Profit & Loss Prev Year Comparison
 July through October 2021

	Jul - Oct 21	Jul - Oct 20
Ordinary Income/Expense		
Income		
3016 Disinterment Fee Income	5,150.00	0.00
3005 Lot Sales	104,650.00	94,950.00
3010 Endowment Sales	58,250.00	45,100.00
3015 Open/Close	119,635.00	92,550.00
3020 Vault Sales	32,650.00	32,800.00
3025 Vault Handling Fee	10,500.00	10,750.00
3030 Saturday Service Fee	4,550.00	1,300.00
3040 Non Resident Fee	30,100.00	14,700.00
3042 Misc Sales	925.00	7,146.46
3045 Curr-Taxes-Secured	16,021.63	14,574.89
3046 Curr-Taxes-Unsecured	1,225.12	75.66
3064 Interest-STIFEL Advisors	2,424.07	11,692.35
3065 Interest-County-Pre-Need	2,327.00	6,243.00
3066 Interest-County-Gen-Res	2,071.00	5,852.00
3068 Interest-County General	1,397.00	6,946.00
3073 Interest-Cap Improvement Fund	1,800.00	5,467.00
3070 Interest-Bank	120.34	73.36
3080 Securities Gains/Losses	1,696.55	-14,771.55
Total Income	395,492.71	335,449.17
Cost of Goods Sold		
4005 Vault Purchase	12,452.00	15,671.00
4010 Buy Backs / Refunds		
4012 Lot Buy Back	250.00	600.00
4013 Non Resident Refund	1,400.00	600.00
4010 Buy Backs / Refunds - Other	4,900.00	450.00
Total 4010 Buy Backs / Refunds	6,550.00	1,650.00
Total COGS	19,002.00	17,321.00
Gross Profit	376,490.71	318,128.17
Expense		
5105 Salaries Regular	113,794.00	119,430.50
5120 Salaries Overtime	21,473.68	22,780.51
5130 Retirement	48,153.03	50,846.91
5140 Payroll Taxes		
FICA	9,198.39	8,879.07
Medicare	2,151.22	1,797.98
SDI	-1,820.09	-1,432.13
State Unemployment	3,704.45	1,951.18
5140 Payroll Taxes - Other	5,371.20	278.60
Total 5140 Payroll Taxes	18,605.17	11,474.70
5150 Health Insurance	65,200.02	29,231.40
5165 Vision Care	733.92	1,069.84
5205 Office Expense	8,283.18	5,357.03

TRACY PUBLIC CEMETERY DISTRICT
Profit & Loss Prev Year Comparison
 July through October 2021

	<u>Jul - Oct 21</u>	<u>Jul - Oct 20</u>
5210 · Postage	0.00	220.00
5220 · Meeting Expense	1,529.67	2,198.64
5230 · Prof Service	1,998.50	14,214.20
5240 · Sales Tax	4,254.00	3,261.00
5250 · Bank Charges	0.00	-2.50
5305 · Fuel-Oil-Lube	2,796.71	2,007.45
5315 · Uniforms & Laundry	3,413.44	3,121.20
5320 · Utility Expense	26,391.42	21,874.17
5330 · Equipment Purchase	0.00	16,224.52
5405 · Maint-Equipment	3,080.00	6,040.98
5415 · Maint-Building/Grounds	35,204.42	14,822.05
Total Expense	<u>354,911.16</u>	<u>324,172.60</u>
Net Ordinary Income	<u>21,579.55</u>	<u>-6,044.43</u>
Net Income	<u>21,579.55</u>	<u>-6,044.43</u>

SCHULTE MEMORIAL PARK

<u>Month</u>	<u>Full</u>	<u>Baby</u>	<u>Ash</u>	<u>AN</u>	<u>PN</u>	<u>2021 Burials</u>
January	17	0	11	9	19	\$ 12,800.00 28
February	13	0	7	10	10	\$ 1,725.00 20
March	11	1	10	10	12	\$ 6,225.00 22
April	9	0	9	10	8	\$ 4,780.00 18
May	9	0	9	10	8	\$ 1,985.00 18
June	8	0	6	8	6	\$ 3,150.00 14
July	9	1	14	11	13	\$ 6,810.00 24
August	10	0	7	8	9	\$ 2,475.00 17
September	13	2	11	11	15	\$ 7,225.00 26
October	14	1	14	15	14	\$4,950.00 29
November	8	0	6	7	7	\$ 1,500.00 14
December						
Totals	121	4	104	109	121	\$ 53,625.00 230

VALPICO MEMORIAL PARK

<u>MONTH</u>	<u>FULL</u>	<u>BABY</u>	<u>ASH</u>	<u>AN</u>	<u>PN</u>	<u>2021 Burials</u>
January	2	0	0	2	0	\$ - 2
February	0	0	1	1	0	\$ - 1
March	0	0	1	1	0	\$ - 1
April	2	0	0	2	0	\$ - 2
May	3	0	0	3	0	\$ - 3
June	3	0	0	3	0	\$ - 3
July	2	0	0	2	0	\$ - 2
August	0	0	0	0	0	\$ - 0
September	0	1	1	2	0	\$ - 2
October	0	0	0	0	0	\$ - 0
November	0	0	0	0	0	\$ - 0
December						
Totals	12	0	3	16	0	\$ - 16

10:41 AM
 12/07/21
 Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT
Warrant Request
 November 8, 2021

Name Address	Num	Name Account #	Split	Amount
A-1 Water Quality 1950 E. PACHECO BLVD Los Banos, Ca 93635	11727	6201000000	44101 - Cash in County-General o...	69.90
Total A-1 Water Quality				69.90
Animal Damage Management 16170 Vineyard Bld #150 Morgan Hill, CA 95037	11728	6260000000	44101 - Cash in County-General o...	150.00
16170 Vineyard Bld #150 Morgan Hill, CA 95037	11728	6260000000	44101 - Cash in County-General o...	100.00
Total Animal Damage Management				250.00
AT & T P.O. BOX 5019 CAROL STREAM, IL 60197-5019	11740	6201000000	44101 - Cash in County-General o...	709.90
Total AT & T				709.90
B.J.'S CONSUMER'S CHOICE PEST CONTROL P.O. Box 2249 MANTECA, CA 95336	11731	6260000000	44101 - Cash in County-General o...	77.00
Total B.J.'S CONSUMER'S CHOICE PEST CONTROL				77.00
BAY ALARM CORPORATE OFFICE 60 BERRY DR PACHECO, CA 94553-5601	11736	6260000000	44101 - Cash in County-General o...	220.79
Total BAY ALARM CORPORATE OFFICE				220.79
BRENTWOOD DECORATIVE ROCK, INC 6745 Brentwood Blvd Brentwood, Ca 94513	11730	6260000000	44101 - Cash in County-General o...	232.42
Total BRENTWOOD DECORATIVE ROCK, INC				232.42
CALIFORNIA ASSOCIATION OF PUBLIC CEMTERY P.O BOX 119 SAN JACINTO, CA 92581	11739	6209000000	44101 - Cash in County-General o...	378.00
Total CALIFORNIA ASSOCIATION OF PUBLIC CEMTERY				378.00
CALIFORNIA SCHOOL BOARDS ASSOCIATION ACCOUNTING DEPARTMENT 3251 BEACON ...	11735		44101 - Cash in County-General o...	1,500.00
Total CALIFORNIA SCHOOL BOARDS ASSOCIATION				1,500.00
COX BROS TIRE SERVICE 507 East 11th St Tracy Ca 95376	11721	6211000000	44101 - Cash in County-General o...	20.00
Total COX BROS TIRE SERVICE				20.00
DERRICK DAVIS 2680 ATLANTA DR TRACY, CA 95376	11733	6226007100	44101 - Cash in County-General o...	100.00
Total DERRICK DAVIS				100.00
EUGENE BIRK 475 Peerless Way Tracy, CA 95376	11734	6226007100	44101 - Cash in County-General o...	100.00
475 Peerless Way Tracy, CA 95376	11734	6226007100	44101 - Cash in County-General o...	55.18
Total EUGENE BIRK				155.18
HUGHES NETWORK SYSTEMS P.O BOX 96874 CHICAGO, IL 60693-6874	11738	6249000000	44101 - Cash in County-General o...	244.88
Total HUGHES NETWORK SYSTEMS				244.88
KENNER'S WELDING SHOP 11071 W Clover Rd Tracy Ca 95376	11729	6211000000	44101 - Cash in County-General o...	1,328.63
Total KENNER'S WELDING SHOP				1,328.63
KEVIN TOBECK 1222 Citadelle St Tracy, Ca 95304	11732	6226007100	44101 - Cash in County-General o...	100.00
Total KEVIN TOBECK				100.00

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12/07/21

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

November 8, 2021

Name Address	Num	Name Account #	Split	Amount
PACIFIC GAS & ELECTRIC CO P.O. BOX 997300 SACRAMENTO, CA 95899	11723	6249000000	44101 - Cash in County-General o...	366.72
Total PACIFIC GAS & ELECTRIC CO				366.72
STAPLESCREDIT PLAN Dept 51-7820281243 PO Box 78004 Phoenix, ...	11726	6201000000	44101 - Cash in County-General o...	1,148.66
Total STAPLESCREDIT PLAN				1,148.66
STOCKTON PETROLIUM CO P.O. Box 326 Stockton, CA 95201	11725	6211000400	44101 - Cash in County-General o...	1,241.67
Total STOCKTON PETROLIUM CO				1,241.67
TRACY MATERIAL RECOVERY AND SOLID WASTE P.O. Box 93 Tracy Ca 95378	11720	6260000000	44101 - Cash in County-General o...	714.65
P.O. Box 93 Tracy Ca 95378	11720	6260000000	44101 - Cash in County-General o...	161.30
Total TRACY MATERIAL RECOVERY AND SOLID WASTE				875.95
VAN'S ACE HARDWARE 2695 N TRACY BLVD Tracy Ca 95376	11724	6211000000	44101 - Cash in County-General o...	484.35
Total VAN'S ACE HARDWARE				484.35
VAN CLEVE CONCRETE PRODUCTS, INC P.O. Box 455 KINGSBURG, CA 93631	11722	6226006900	44101 - Cash in County-General o...	6,404.00
Total VAN CLEVE CONCRETE PRODUCTS, INC				6,404.00
TOTAL				15,908.05

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12/07/21

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

November 29, 2021

Name Address	Num	Name Account #	Split	Amount
Animal Damage Management				
16170 Vineyard Bld #150 Morgan Hill, CA 95037	11755	6260000000	44101 Cash in County-General o...	150.00
16170 Vineyard Bld #150 Morgan Hill, CA 95037	11755	6260000000	44101 Cash in County-General o...	100.00
Total Animal Damage Management				250.00
AT & T				
P.O. BOX 5019 CAROL STREAM, IL 60197-5019	11745	6201000000	44101 Cash in County-General o...	709.90
Total AT & T				709.90
B.J.'S CONSUMER'S CHOICE PEST CONTROL				
P.O. Box 2249 MANTECA, CA 95336	11752	6260000000	44101 Cash in County-General o...	77.00
Total B.J.'S CONSUMER'S CHOICE PEST CONTROL				77.00
BAKER SUPPLIES AND REPAIRS				
P O BOX 626 LOS BANOS, CA 93635	11741	6211000000	44101 Cash in County-General o...	991.49
Total BAKER SUPPLIES AND REPAIRS				991.49
BAY ALARM CORPORATE OFFICE				
60 BERRY DR PACHECO, CA 94553-5601	11744	6260000000	44101 Cash in County-General o...	214.54
Total BAY ALARM CORPORATE OFFICE				214.54
Best Best & Krieger, Attorney at Law				
P.O BOX 1028 RIVERSIDE, CA 92502	11753	6220000000	44101 Cash in County-General o...	693.18
Total Best Best & Krieger, Attorney at Law				693.18
DERRICK DAVIS				
2680 ATLANTA DR TRACY, CA 95376	11748	6226007100	44101 Cash in County-General o...	100.00
Total DERRICK DAVIS				100.00
DIANNE TIMAN				
451 E. CRITCHETT RD TRACY, CA 95304	11751	6226007100	44101 Cash in County-General o...	100.00
Total DIANNE TIMAN				100.00
EUGENE BIRK				
475 Peerless Way Tracy, CA 95376	11749	6226007100	44101 Cash in County-General o...	100.00
Total EUGENE BIRK				100.00
GENERAL EMPLOYEES TRUST FUND				
P.O BOX 55037 HAYWARD, CA 94545-0037	11742	6050000000	44101 Cash in County-General o...	12,229.73
Total GENERAL EMPLOYEES TRUST FUND				12,229.73
GRAINGER				
DEPT 875398109 PALATINE, IL 60038-0001	11756	6451000000	44101 Cash in County-General o...	12.06
DEPT 875398109 PALATINE, IL 60038-0001	11756	6451000000	44101 Cash in County-General o...	42.71
Total GRAINGER				54.77
Grover Landscape Services				
6224 STODDARD RD MODESTO, CA 95356	11743	6260000000	44101 Cash in County-General o...	885.00
Total Grover Landscape Services				885.00
HUGHES NETWORK SYSTEMS				
P.O BOX 96874 CHICAGO, IL 60693-6874	11746	6249000000	44101 Cash in County-General o...	244.88
Total HUGHES NETWORK SYSTEMS				244.88
KEVIN TOBECK				
1222 Citadelle St Tracy, Ca 95304	11750	6226007100	44101 Cash in County-General o...	100.00
Total KEVIN TOBECK				100.00

10:42 AM

12/07/21

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

November 29, 2021

Name Address	Num	Name Account #	Split	Amount
MISSION UNIFORM SERVICE 136 Coyado ave Modesto, Ca 95350-5813	11754	6246005200	44101 - Cash in County-General o...	443.28
Total MISSION UNIFORM SERVICE				443.28
R & S ErectionTri-County 5265 JERUSALEM CT MODESTO, CA 95356	11747	6260000000	44101 - Cash in County-General o...	775.00
Total R & S ErectionTri-County				775.00
TC CONSTRUCTION & DESIGN, INC. PO BOX 987 TRACY, CA 95378	11737	6260000000	44101 - Cash in County-General o...	6,375.00
Total TC CONSTRUCTION & DESIGN, INC.				6,375.00
TOTAL				<u>24,343.77</u>

10:43 AM

12/07/21

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

November 30, 2021

	Name Address	Num	Name Account #	Split	Amount
VISA					
	P.O BOX 6818 CAROL STREAM, IL 60197-6818	11757	6260000000	44101 - Cash in County-General o...	583.10
Total VISA					583.10
TOTAL					<u>583.10</u>

Tracy Public Cemetery District

Schulte Memorial Park / Valpico Memorial Park
501 E. SCHULTE RD.
TRACY, CALIFORNIA 95376

TRUSTEES
Richard A. Paulson
Eugene D. Birk
Derrick J. Davis
Dianne S. Timan
Kevin Tobeck
CLERK OF THE BOARD
Alma E. Celaya

TELEPHONE
(209) 835-2930

FACSIMILE
(209) 835-8441

November 30, 2021

Superior Court of California, County of San Joaquin
180 E. Weber Avenue, Ste 1306J
Stockton, CA 95202

RE: 2020-2021 San Joaquin Grand Jury Report Tracy Public Cemetery District

Dear Sir or Madam,

I am writing you regarding the findings for the Tracy Public Cemetery District 2020-2021 San Joaquin County Grand Jury Independent Special Districts Transparency "Not Found" Case #0220. The Tracy Public Cemetery District Board of Trustee's and District Manager reviewed the findings and recommendations from the San Joaquin Grand Jury report and has been approved at our regular board meeting that was held on Wednesday November 10, 2021, District Manager Maylene Warner will submit a letter to the San Joaquin Grand Jury.

1.0 ALL INDEPENDENT SPECIAL DISTRICTS:

Public Transparency Requirements

F1.2: Not all elements of SB 929 compliance are present on the district website, negatively impacting public transparency.

Response from District: We are in agreement with the findings from the Grand Jury Report, we are in compliance to SB 929 as of November 1, 2021.

F1.3: Imprecise links to the State Controller's office website for financial transactions and board compensation make the website harder to use.

Response from District: We are in agreement with the findings from the Grand Jury Report.

F1.4: The financial transactions on the State Controller's Office website do not provide easily understood picture of the district's finances.

Response from District: We are in agreement with the findings from the Grand Jury Report.

F1.5: The San Joaquin County Auditor-Controller's office has audits and financial summaries for most districts that provide a more complete picture of the finances.

Response from District: We are in agreement with the findings from the Grand Jury Report.

F1.6: The district could achieve higher levels of functionality and security on its website by leveraging the IS services of the county or other entity that has focused on software for special districts.

Response from District: We are in agreement with the findings from the Grand Jury Report and I have spoken with the website developer and we are on the highest level for our security and software for our website.

R1.3: By March 31, 2022, provide a link to the most recent audit on the district website.

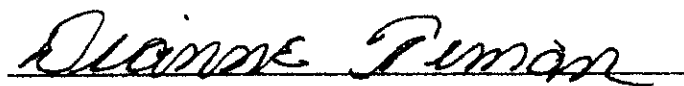
Response from District: We are in agreement with the findings from the Grand Jury Report, once the fiscal audit report is completed and available, we will be posting it to our website.

Sincerely,

Maylene Warner

District Manager

Tracy Public Cemetery District

A handwritten signature in cursive script that reads "Dianne Timan". The signature is written in black ink and is positioned above a horizontal line.

Dianne Timan Chairman of the Board

Tracy Public Cemetery District Board of Trustee