

Tracy Public Cemetery District

Board Meeting Minutes
Of
July 13, 2022

Regular Board Meeting called to order at 5:40 pm by Chairman Eugene Birk at Schulte Memorial Park District office.

Roll Call:

Present: Chairman Eugene Birk, Vice-Chair Kevin Tobeck, Trustee Derrick Davis, Trustee Scott Arganbright, Trustee Dianne Timan, Manager Warner and Office Admin Loran Prater.

Review of Agenda Items:

Visitors in Attendance: David Farnsworth

Comments from the Floor: None

Minutes: The Regular/Closed Session Meeting Minutes of June 13, 2022 were approved by motion of Trustee Davis, second by Vice-Chair Tobeck, motion passed unanimous. The Amended Regular Meeting Minutes of May 18, 2022 were approved by the motion of Trustee Davis, second by Vice-Chair Tobeck, motion passed unanimous.

Financial Report: May 2022 Financial reports were approved by motion of Trustee Davis, second by Trustee Timan, motion passed unanimous.

Monthly Interments: A copy of the June 2022 Burial Report was included in the meeting packet; total for Schulte 24 burials which included 16 full casket burials, 0 infant burial and 8 cremation burials. 4 At-Need and 20 Pre-Need. Total for Valpico Memorial Park 2 burial which includes 1 full casket burial, 1 cremation burial and 0 baby burial. 2 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 March 2022, \$10,135.00.

Review of Warrants: Warrants of June 09, 2022, were approved by motion of Trustee Davis, second by Trustee Arganbright, motion passed unanimous.

Trustees Comments:

Old Business:

A. District Business:

- 1. District Polices:** Nothing to report
- 2. Final Audit 2020-2021:** David Farnsworth reported that he found no wasteful spending, no embezzlement, no fraudulent activity, and no abuse. He found no issues. He said we are a very healthy cemetery. He provided all trustees a booklet of the audit. Motion to approve the Final Audit for 2020-2021 by the motion of Vice-Chair Tobeck, second by Trustee Timan, motion passed unanimous.
- 3. VJ'S Power Washing:** Vice-Chair Tobeck said that the fence at Schulte looks so much better now that it got power washed.
- 4. Rules/Regulations for Schulte and Valpico -** Manager Warner reported we need to add additional rules and regulations to our packets we give to our families. Trustee Arganbright asked that we add on the rules that if planter boxes become unsightly, that we let families know they need to be removed, or we will remove them. Trustee Davis said the cost to have a replacement cement marker installed would be \$25. Motion to approve the Rules and Regulations approved by the motion of Trustee Davis, second by Vice-Chair Tobeck, motion passed unanimous.

A. Schulte Memorial Park

- **Main Entrance Project (2nd Phase)**: Vice-Chair Tobeck reported he received a new proposal from Steel Guard Fencing that is \$5,000 more than the last bid. No bid from Silva electric has come in, as he was on vacation. Vice-Chair Tobeck is hoping to meet with Manager Warner, Kevin Cotta from Steel Guard Fencing and Tony Silva from Silva Electric next week. Update at next meeting.

B. Valpico Memorial Park:

- **Irrigation**: Nothing to report

Closed Session: Trustee's and Manager went into closed session at 7:03pm and being no further business to discuss, Closed Session was adjourned at 7:31 pm and resumed to the regular meeting. Manager Warner reported out as follows: Discussed Liability Claim for Michael Dunn Sr. with Lawyer, Mark Velasquez, via phone.

Being no further business to discuss, the Regular Meeting was adjourned at 7:32 pm by Chairman Birk.

Respectfully,
Maylene Warner

TRACY PUBLIC CEMETERY DISTRICT

Profit & Loss by Class

July 2021 through June 2022

	SCHULTE	SCHULTE END	SCHULTE PN	VALPICO	VALPICO END	VALPICO END
Ordinary Income/Expense						
Income						
3016 · Disinterment Fee Income	5,150.00	0.00	0.00	0.00	0.00	0.00
3005 · Lot Sales	190,550.00	0.00	0.00	119,950.00	0.00	0.00
3010 · Endowment Sales	0.00	109,250.00	0.00	0.00	44,400.00	700.00
3015 · Open/Close	154,035.00	0.00	140,650.00	27,450.00	0.00	73,600.00
3020 · Vault Sales	56,150.00	0.00	38,500.00	10,600.00	0.00	22,800.00
3025 · Vault Handling Fee	20,800.00	0.00	12,200.00	3,850.00	0.00	8,550.00
3030 · Saturday Service Fee	11,050.00	0.00	0.00	650.00	0.00	0.00
3040 · Non Resident Fee	56,500.00	0.00	23,750.00	4,200.00	0.00	6,300.00
3042 · Misc Sales	8,850.00	0.00	50.00	0.00	0.00	0.00
3045 · Curr-Taxes-Secured	1,015,557.12	0.00	0.00	0.00	0.00	0.00
3046 · Curr-Taxes-Unsecured	48,051.97	0.00	0.00	0.00	0.00	0.00
3047 · Prior-Taxes	398.57	0.00	0.00	0.00	0.00	0.00
3048 · Supplemental-Taxes	7,928.44	0.00	0.00	0.00	0.00	0.00
3049 · State HOPTR	3,319.09	0.00	0.00	0.00	0.00	0.00
3064 · Interest-STIFEL Advisors	0.00	57,562.04	0.00	0.00	0.00	0.00
3065 · Interest-County-Pre-Need	2,148.00	0.00	1,215.00	0.00	0.00	0.00
3066 · Interest-County-Gen-Res	1,912.00	0.00	0.00	0.00	0.00	0.00
3068 · Interest-County General	4,869.00	0.00	0.00	0.00	0.00	0.00
3073 · Interest-Cap Improvement Fund	2,509.00	0.00	0.00	0.00	0.00	0.00
3070 · Interest-Bank	361.33	0.00	0.00	0.00	0.00	0.00
3071 · Misc	143.27	0.00	0.00	0.00	0.00	0.00
3080 · Securities Gains/Losses	0.00	-175,173.51	0.00	0.00	0.00	0.00
Total Income	1,590,282.79	-8,361.47	216,365.00	166,700.00	44,400.00	111,950.00
Cost of Goods Sold						
4005 · Vault Purchase	38,062.00	0.00	0.00	9,493.00	0.00	0.00
4010 · Buy Backs / Refunds						
4012 · Lot Buy Back	0.00	0.00	0.00	3,850.00	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	2,555.00	0.00	0.00	19,150.00	0.00	0.00
Total 4010 · Buy Backs / Refunds	3,955.00	0.00	0.00	23,000.00	0.00	0.00
Total COGS	42,017.00	0.00	0.00	32,493.00	0.00	0.00

TRACY PUBLIC CEMETERY DISTRICT

Profit & Loss by Class

July 2021 through June 2022

	SCHULTE	SCHULTE END	SCHULTE PN	VALPICO	VALPICO END	VALPICO END
Gross Profit	1,548,265.79	-8,361.47	216,365.00	134,207.00	44,400.00	111,950.00
Expense						
5231 · County Auditor	10,798.06	0.00	0.00	0.00	0.00	0.00
5105 · Salaries Regular	354,973.73	0.00	0.00	0.00	0.00	0.00
5120 · Salaries Overtime	61,121.20	0.00	0.00	0.00	0.00	0.00
5130 · Retirement	140,148.70	0.00	0.00	0.00	0.00	0.00
5140 · Payroll Taxes						
FICA	26,290.28	0.00	0.00	0.00	0.00	0.00
Medicare	6,138.13	0.00	0.00	0.00	0.00	0.00
SDI	-4,897.80	0.00	0.00	0.00	0.00	0.00
State Unemployment	9,290.52	0.00	0.00	0.00	0.00	0.00
5140 · Payroll Taxes - Other	7,699.77	0.00	0.00	0.00	0.00	0.00
Total 5140 · Payroll Taxes	44,520.90	0.00	0.00	0.00	0.00	0.00
5150 · Health Insurance	158,046.14	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
5170 · Workmens Comp	19,384.00	0.00	0.00	0.00	0.00	0.00
5205 · Office Expense	20,187.09	0.00	0.00	2,843.65	0.00	0.00
5210 · Postage	232.00	0.00	0.00	0.00	0.00	0.00
5220 · Meeting Expense	5,862.59	0.00	0.00	0.00	0.00	0.00
5225 · Membership/Subsription Expense	738.00	0.00	0.00	0.00	0.00	0.00
5230 · Prof Service	18,237.80	0.00	0.00	212.00	0.00	0.00
5235 · Casualty Ins	42,152.00	0.00	0.00	0.00	0.00	0.00
5240 · Sales Tax	11,384.56	0.00	0.00	0.00	0.00	0.00
5305 · Fuel-Oil-Lube	8,070.78	0.00	0.00	3,568.08	0.00	0.00
5315 · Uniforms & Laundry	9,059.18	0.00	0.00	0.00	0.00	0.00
5320 · Utility Expense	37,249.54	0.00	0.00	15,234.85	0.00	0.00
5405 · Maint-Equipment	8,845.44	0.00	0.00	984.45	0.00	0.00
5410 · Tire-Repair	45.00	0.00	0.00	0.00	0.00	0.00
5415 · Maint-Building/Grounds	86,130.22	0.00	0.00	20,375.54	0.00	0.00
Total Expense	1,037,920.85	0.00	0.00	43,218.57	0.00	0.00
Net Ordinary Income	510,344.94	-8,361.47	216,365.00	90,988.43	44,400.00	111,950.00
Net Income	510,344.94	-8,361.47	216,365.00	90,988.43	44,400.00	111,950.00

TRACY PUBLIC CEMETERY DISTRICT

Balance Sheet

As of June 30, 2022

Accrual Basis

Jun 30, 22

ASSETS

Current Assets	
Checking/Savings	
1001 · Cash General	51,975.00
1101 · Cash in Bank -General Operating	236,222.27
1112 · Cash in Bank-Pre-Need	145,900.00
1172 · Cash in Bank-Endowment	56,750.00
44101 · Cash in County-General operatin	2,031,449.15
44102 · Cash in County-Gen Reserve	1,261,725.51
44105 · Cash in County-Pre-Need	1,607,892.12
44191 · Capital Improvements Fund	1,048,767.30
Total Checking/Savings	6,440,681.35
Other Current Assets	
1273 · Endowment Acct	1,496,539.80
1274 · Endowment Interest Acct	912,375.23
1400 · Returned Checks	-77.00
1900 · Prepaid Expenses	44,912.00
Total Other Current Assets	2,453,750.03
Total Current Assets	8,894,431.38
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	3,668,734.30
TOTAL ASSETS	12,563,165.68
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 June 30, 2022

Accrual Basis

	Jun 30, 22
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	109,405.79
3900 · Retained Earnings	2,476,589.91
Net Income	967,707.90
Total Equity	10,692,288.01
TOTAL LIABILITIES & EQUITY	<u>12,563,165.68</u>

TRACY PUBLIC CEMETERY DISTRICT
Profit & Loss Prev Year Comparison
 July 2021 through June 2022

	Jul '21 - Jun 22	Jul '20 - Jun 21
Ordinary Income/Expense		
Income		
3016 · Disinternment Fee Income	5,150.00	0.00
3005 · Lot Sales	310,500.00	321,300.00
3010 · Endowment Sales	154,350.00	160,000.00
3015 · Open/Close	395,735.00	321,800.00
3020 · Vault Sales	128,050.00	104,600.00
3025 · Vault Handling Fee	45,400.00	34,350.00
3030 · Saturday Service Fee	11,700.00	5,850.00
3040 · Non Resident Fee	90,750.00	59,500.00
3042 · Misc Sales	8,900.00	14,846.46
3045 · Curr-Taxes-Secured	1,015,557.12	892,203.45
3046 · Curr-Taxes-Unsecured	48,051.97	45,222.69
3047 · Prior-Taxes	398.57	0.00
3048 · Supplemental-Taxes	7,928.44	36,811.41
3049 · State HOPTR	3,319.09	6,540.62
3064 · Interest-STIFEL Advisors	57,562.04	21,891.17
3065 · Interest-County-Pre-Need	3,363.00	9,001.00
3066 · Interest-County-Gen-Res	2,993.00	8,384.00
3068 · Interest-County General	4,869.00	9,833.00
3073 · Interest-Cap Improvement Fund	3,449.00	7,773.00
3070 · Interest-Bank	361.33	192.37
3071 · Misc	143.27	0.00
3080 · Securities Gains/Losses	-175,173.51	-18,833.18
Total Income	2,123,357.32	2,041,265.99
Cost of Goods Sold		
4005 · Vault Purchase	47,555.00	41,022.78
4010 · Buy Backs / Refunds		
4012 · Lot Buy Back	3,850.00	1,050.00
4013 · Non Resident Refund	1,400.00	1,300.00
4014 · Opening / Closing Refund	0.00	600.00
4010 · Buy Backs / Refunds - Other	21,705.00	3,055.00
Total 4010 · Buy Backs / Refunds	26,955.00	6,005.00
Total COGS	74,510.00	47,027.78
Gross Profit	2,048,847.32	1,994,238.21
Expense		
5231 · County Auditor	10,798.06	17,072.00
5105 · Salaries Regular	354,973.73	393,503.98
5120 · Salaries Overtime	61,121.20	57,715.16
5130 · Retirement	140,148.70	155,080.12
5140 · Payroll Taxes		
FICA	26,290.28	27,975.56
Medicare	6,138.13	6,004.05
SDI	-4,897.80	-4,896.24

TRACY PUBLIC CEMETERY DISTRICT
Profit & Loss Prev Year Comparison
 July 2021 through June 2022

	Jul '21 - Jun 22	Jul '20 - Jun 21
State Unemployment	9,290.52	7,837.20
5140 · Payroll Taxes - Other	7,699.77	767.64
Total 5140 · Payroll Taxes	44,520.90	37,688.21
5150 · Health Insurance	158,046.14	134,665.58
5165 · Vision Care	733.92	1,069.84
5170 · Workmens Comp	19,384.00	15,016.00
5205 · Office Expense	23,030.74	13,421.47
5210 · Postage	232.00	220.00
5220 · Meeting Expense	5,862.59	7,214.14
5225 · Membership/Subscription Expense	738.00	1,198.00
5230 · Prof Service	18,449.80	17,494.55
5235 · Casualty Ins	42,152.00	27,813.00
5240 · Sales Tax	11,384.56	7,230.00
5250 · Bank Charges	0.00	-2.50
5305 · Fuel-Oil-Lube	11,638.86	7,354.97
5315 · Uniforms & Laundry	9,059.18	8,229.41
5320 · Utility Expense	52,484.39	53,670.37
5330 · Equipment Purchase	0.00	17,333.77
5405 · Maint-Equipment	9,829.89	26,373.87
5410 · Tire-Repair	45.00	0.00
5415 · Maint-Building/Grounds	106,505.76	255,231.77
Total Expense	1,081,139.42	1,254,593.71
Net Ordinary Income	967,707.90	739,644.50
Net Income	967,707.90	739,644.50

SCHULTE MEMORIAL PARK

Month	Full	Baby	Ash	AN	PN	PN USED	2022 Burials
January	18	0	11	10	19	\$3,705	29
February	12	0	5	4	13	\$4,805	17
March	13	0	9	11	11	\$7,750	22
April	7	1	7	1	14	\$4,700.00	15
May	4	0	3	1	6	\$2,700.00	7
June	16	0	8	4	20	\$10,135.00	24
July	6	0	7	2	11	\$4,250.00	13
August							
September							
October							
November							
December							
Totals	76	0	0	33	94	\$ 38,045.00	127

VALPICO MEMORIAL PARK

MONTH	FULL	BABY	ASH	AN	PN	PN USED	2022 Burials
January	3	0	1	4	0	\$ -	4
February	1	0	0	1	0	\$ -	1
March	1	0	1	2	0	\$ -	2
April	5	0	0	4	1	\$ 2,800.00	5
May	4	0	0	4	0	\$ -	4
June	1	0	1	2	0	\$ -	2
July	4	0	0	3	1	\$1,900.00	4
August						\$ -	
September						\$ -	
October						\$ -	
November						\$ -	
December						\$ -	
Totals						\$ -	

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

July 1, 2022

Name Address	Num	Name Account #	Split	Amount
ALYSSA WOOTEN				
	11986		44101 · Cash in County-General o...	200.00
Total ALYSSA WOOTEN				200.00
Animal Damage Management				
16170 Vineyard Bld #150 Morgan Hill, CA 95037	11967	6260000000	44101 · Cash in County-General o...	150.00
16170 Vineyard Bld #150 Morgan Hill, CA 95037	11967	6260000000	44101 · Cash in County-General o...	100.00
Total Animal Damage Management				250.00
ASCO PACIFIC INC				
P.O.BOX 3467 GARDENA, CA 90247	11982	6238000000	44101 · Cash in County-General o...	1,794.99
Total ASCO PACIFIC INC				1,794.99
AT & T				
P.O. BOX 5019 CAROL STREAM, IL 60197-5019	11976	6201000000	44101 · Cash in County-General o...	699.57
Total AT & T				699.57
B.J.'S CONSUMER'S CHOICE PEST CONTROL				
P.O. Box 2249 MANTECA, CA 95336	11981	6260000000	44101 · Cash in County-General o...	160.00
Total B.J.'S CONSUMER'S CHOICE PEST CONTROL				160.00
BAKER SUPPLIES AND REPAIRS				
P O BOX 626 LOS BANOS, CA 93635	11979	6211000000	44101 · Cash in County-General o...	268.96
Total BAKER SUPPLIES AND REPAIRS				268.96
BRENTWOOD DECORATIVE ROCK, INC				
6745 Brentwood Blvd Brentwood, Ca 94513	11980	6260000000	44101 · Cash in County-General o...	107.74
Total BRENTWOOD DECORATIVE ROCK, INC				107.74
COX BROS TIRE SERVICE				
507 East 11th St Tracy Ca 95376	11977	6211000000	44101 · Cash in County-General o...	259.07
Total COX BROS TIRE SERVICE				259.07
DAVID FARNSWORTH, CPA				
11501 DUBLIN BLVD, SUITE 200 DUBLIN, CA...	11983		44101 · Cash in County-General o...	3,555.00
Total DAVID FARNSWORTH, CPA				3,555.00
DERRICK DAVIS				
2680 ATLANTA DR TRACY, CA 95376	11973	6226007100	44101 · Cash in County-General o...	100.00
Total DERRICK DAVIS				100.00
DIANNE TIMAN				
451 E. CRITCHETT RD TRACY, CA 95304	11972	6226007100	44101 · Cash in County-General o...	100.00
Total DIANNE TIMAN				100.00
EUGENE BIRK				
475 Peerless Way Tracy, CA 95376	11971	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	11984	6050000000	44101 · Cash in County-General o...	11,386.19
Total GENERAL EMPLOYEES TRUST FUND				11,386.19
HUGHES NETWORK SYSTEMS				
P.O BOX 96874 CHICAGO, IL 60693-6874	11968	6249000000	44101 · Cash in County-General o...	244.88
Total HUGHES NETWORK SYSTEMS				244.88

5:47 PM

08/08/22

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

July 1, 2022

Name Address	Num	Name Account #	Split	Amount
KAYLIN DELL'ARINGA				
	11987		44101 · Cash in County-General o...	200.00
Total KAYLIN DELL'ARINGA				200.00
KEVIN TOBECK				
1222 Citadelle St Tracy, Ca 95304	11975	6226007100	44101 · Cash in County-General o...	100.00
Total KEVIN TOBECK				100.00
MISSION UNIFORM SERVICE				
136 Coyado ave Modesto, Ca 95350-5813	11978	6246005200	44101 · Cash in County-General o...	161.03
Total MISSION UNIFORM SERVICE				161.03
SCOTT G. ARGANBRIGHT				
TRACY, CA 95376	11974	6226007100	44101 · Cash in County-General o...	100.00
Total SCOTT G. ARGANBRIGHT				100.00
STEEL GUARD FENCE				
1852 W 11TH ST #330 TRACY,CA 95376	11969	626000000	44101 · Cash in County-General o...	300.00
Total STEEL GUARD FENCE				300.00
TRACY MATERIAL RECOVERY AND SOLID WASTE				
P.O Box 93 Tracy Ca 95378	11970	6260000000	44101 · Cash in County-General o...	494.32
P.O Box 93 Tracy Ca 95378	11970	6260000000	44101 · Cash in County-General o...	66.00
Total TRACY MATERIAL RECOVERY AND SOLID WASTE				560.32
VAN'S ACE HARDWARE				
2695 N TRACY BLVD Tracy Ca 95376	11966	6211000000	44101 · Cash in County-General o...	559.93
Total VAN'S ACE HARDWARE				559.93
VASTA DATA CONCEPTS, LLC				
P O BOX 14 VIRGINVILLE, PA 19564	11985		44101 · Cash in County-General o...	1,411.00
Total VASTA DATA CONCEPTS, LLC				1,411.00
VISA				
P.O BOX 6818 CAROL STREAM, IL 60197-6818	11965	6260000000	44101 · Cash in County-General o...	232.00
P.O BOX 6818 CAROL STREAM, IL 60197-6818	11965	6260000000	44101 · Cash in County-General o...	67.07
P.O BOX 6818 CAROL STREAM, IL 60197-6818	11965	6260000000	44101 · Cash in County-General o...	95.26
P.O BOX 6818 CAROL STREAM, IL 60197-6818	11965	6260000000	44101 · Cash in County-General o...	434.74
Total VISA				829.07
TOTAL				23,447.75

5:48 PM

08/08/22

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

July 19, 2022

Name Address	Num	Name Account #	Split	Amount
A-1 WATER QUALITY				
1950 E. PACHECO BLVD Los Banos, Ca 93635	12004	6201000000	44101 · Cash in County-General o...	139.80
Total A-1 WATER QUALITY				139.80
ASCO PACIFIC INC				
P.O.BOX 3467 GARDENA, CA 90247	11995	6238000000	44101 · Cash in County-General o...	1,387.37
Total ASCO PACIFIC INC				1,387.37
AT & T				
P.O. BOX 5019 CAROL STREAM, IL 60197-5019	11988	6201000000	44101 · Cash in County-General o...	689.24
Total AT & T				689.24
ATT LONG DISTANCE CO				
P.O. BOX 5025 CAROL STREAM IL 60197-5025	12005	6249000000	44101 · Cash in County-General o...	2,674.44
P.O. BOX 5025 CAROL STREAM IL 60197-5025	12005	6249000000	44101 · Cash in County-General o...	540.61
Total ATT LONG DISTANCE CO				3,215.05
BAKER SUPPLIES AND REPAIRS				
P O BOX 626 LOS BANOS, CA 93635	12008	6211000000	44101 · Cash in County-General o...	173.57
Total BAKER SUPPLIES AND REPAIRS				173.57
BAY ALARM CORPORATE OFFICE				
PO BOX 51041 LOS ANGELES CA 90051-5337	11993	62600000000	44101 · Cash in County-General o...	667.44
PO BOX 51041 LOS ANGELES CA 90051-5337	11994	62600000000	44101 · Cash in County-General o...	219.69
PO BOX 51041 LOS ANGELES CA 90051-5337	11994	62600000000	44101 · Cash in County-General o...	130.90
Total BAY ALARM CORPORATE OFFICE				1,018.03
BRENTWOOD DECORATIVE ROCK, INC				
6745 Brentwood Blvd Brentwood, Ca 94513	12009	6260000000	44101 · Cash in County-General o...	94.74
Total BRENTWOOD DECORATIVE ROCK, INC				94.74
DERRICK DAVIS				
2680 ATLANTA DR TRACY, CA 95376	11996	6226007100	44101 · Cash in County-General o...	100.00
Total DERRICK DAVIS				100.00
DIANNE TIMAN				
451 E. CRITCHETT RD TRACY, CA 95304	11998	6226007100	44101 · Cash in County-General o...	100.00
Total DIANNE TIMAN				100.00
EUGENE BIRK				
475 Peerless Way Tracy, CA 95376	11999	6226007100	44101 · Cash in County-General o...	529.92
475 Peerless Way Tracy, CA 95376	11999	6226007100	44101 · Cash in County-General o...	204.00
475 Peerless Way Tracy, CA 95376	12000	6226007100	44101 · Cash in County-General o...	100.00
Total EUGENE BIRK				833.92
Grover Landscape Services				
6224 STODDARD RD MODESTO, CA 95356	11990	6260000000	44101 · Cash in County-General o...	525.00
6224 STODDARD RD MODESTO, CA 95356	11990	6260000000	44101 · Cash in County-General o...	295.00
Total Grover Landscape Services				820.00
JAMES AND JACKLYN GARCIA				
	12002	6226007000	44101 · Cash in County-General o...	400.00
Total JAMES AND JACKLYN GARCIA				400.00
KEVIN TOBECK				
1222 Citadelle St Tracy, Ca 95304	12001	6226007100	44101 · Cash in County-General o...	100.00
Total KEVIN TOBECK				100.00

5:48 PM

TRACY PUBLIC CEMETERY DISTRICT

08/08/22

Warrant Request

Accrual Basis

July 19, 2022

Name Address	Num	Name Account #	Split	Amount
PACIFIC GAS & ELECTRIC CO				
P.O.BOX 997300 SACRAMENTO, CA 95899	12003	6249000000	44101 · Cash in County-General o...	3,107.13
P.O.BOX 997300 SACRAMENTO, CA 95899	12003	6249000000	44101 · Cash in County-General o...	1,004.09
Total PACIFIC GAS & ELECTRIC CO				4,111.22
SARVEY'S SHOES				
501 W. GRANTLINE RD TRACY, CA 95376	11991	6240050100	44101 · Cash in County-General o...	125.00
Total SARVEY'S SHOES				125.00
SCOTT G. ARGANBRIGHT				
TRACY, CA 95376	11997	6226007100	44101 · Cash in County-General o...	100.00
Total SCOTT G. ARGANBRIGHT				100.00
STAPLESCREDIT PLAN				
Dept 51-7820281243 PO Box 78004 Phoenix, ...	12007	6201000000	44101 · Cash in County-General o...	608.53
Total STAPLESCREDIT PLAN				608.53
STOCKTON PETROLIUM CO				
P.O.Box 326 Stockton, CA 95201	11989	6211000400	44101 · Cash in County-General o...	1,891.86
Total STOCKTON PETROLIUM CO				1,891.86
TURF N TREE				
P.O BOX 70 TRACY,CA 95378	12010	6260000000	44101 · Cash in County-General o...	6,200.00
Total TURF N TREE				6,200.00
VAN CLEVE CONCRETE PRODUCTS, INC				
P.O. Box 455 KINGSBURG, CA 93631	12006	6226006900	44101 · Cash in County-General o...	6,103.00
Total VAN CLEVE CONCRETE PRODUCTS, INC				6,103.00
VJ PRESSURE WASHING				
315 MT. OSO AVE TRAYC, CA 95376	11992	6260000000	44101 · Cash in County-General o...	3,500.00
315 MT. OSO AVE TRAYC, CA 95376	11992	6260000000	44101 · Cash in County-General o...	275.00
Total VJ PRESSURE WASHING				3,775.00
TOTAL				31,986.33

WHO SHOULD ATTEND:

Public Cemetery District Trustees, Managers, Secretaries and Key Employees

Education Seminar

SETTING DIRECTION & COMMUNITY LEADERSHIP

In a continuing joint venture with California Special Districts Assoc., this year's education seminar will feature the second of a series of four curriculum-based courses designed specifically for special district directors and trustees. General Managers are encouraged to enroll in the program as a member of the governance team.

The Academy represents the core set of knowledge created and accepted by the special district Community, and encompasses everything trustees need to know about:

1. Governance Foundations
2. Setting Direction and Community Leadership
3. The Board's Role in Finance and Fiscal Accountability
4. The Board's Role in Human Resources

The first of the series, "Governance Foundations", was presented at the Embassy Suites San Luis Obispo, CA in October 2021. Although recommended it is not necessary to have attended the first session prior to attending any of the other three.

The second and this years session "Setting Direction & Community Leadership, focuses on two critical aspects of governance: The board's role in setting the long-term direction for the special district and the board's role in educating the public on the importance of the agency's agenda.

Area Meeting

- Enjoy the fellowship and share knowledge with other cemeteryans from all areas of the state.
- Participate in discussion of operational problems common to public cemetery districts.
- Bring your questions and participate in group discussions of cemetery district problems and concerns.

- **10 Cyber Security Practices to Keep Special Districts Safe:**

This program will walk you through 10 easy steps that will protect you from 99% of threats. It will also cover an Overview of Cybersecurity, 2 Factor authentication, Email/Phishing, Payments, Network security and Password tips.

- **Strategic Planning:** Proven, Get-to-the-Point Methods to Complete Your Long-Term and Strategic Planning Quickly, Efficiently and Enjoyably. This session provides approaches that have been proven to work: step-by-step guidance on how to engage the Board, executive team, staff and public in a successful Strategic Planning process. We will discuss how to avoid vague and weasel words by pinning down clear direction in plain English; how to measure results, and more. There will be opportunities for questions, answers and engagement among the participants and the seminar leader.

Location: The Education Seminar and Area Meeting will be held at the **Lake Tahoe Resort Hotel**, South Lake Tahoe, CA. For hotel accommodations call (530) 544-5400 or go online to www.tahoeresorthotel.com. Mention you are attending the CAPC Education Seminar/Area Meeting, use code **CAPC2022**.

A special room rate of \$ 221.10 (taxes & fees included) has been obtained for CAPC participants. There is an additional \$20 charge for suites with two queen beds.

-Valet Parking is \$15.00 per day.

-Check in-time is 4:00 p.m.

-Check-out time is 11:00 a.m.

-Breakfast included for CAPC hotel guest and free basic Wi-Fi.



California Association of Public Cemeteries

Presents the
CAPC
Annual

Education Seminar
Friday, October 7, 2022



Area Meeting

Saturday, October 8, 2022

Lake Tahoe Resort Hotel
4130 Lake Tahoe Blvd.

South Lake Tahoe, CA 93454

Make your hotel reservations today

Deadline for hotel reservations is

Monday, September 5, 2022

**California Association of Public Cemeteries
Annual Education Seminar & Area Meeting
Lake Tahoe Resort Hotel
South Lake Tahoe, California**

Registration Form
"Public Cemetery District
Annual Education Seminar & Area Meeting"
Friday, October 7 & Saturday, October 8, 2022

Name _____ Position _____
 District _____
 Address _____
 City/State/Zip _____
 Telephone _____ Fax _____
 First time attendee at CAPC event, Yes _____ No _____
 Guest _____

Friday, October 7, 2022
Education Seminar Registration Fee...
 CAPC Members \$ 206.00 / Non-Members \$ 256.00 \$ _____
 (Includes Buffet Lunch - Mexican Fiesta: Mixed Green Salad, Mushroom Quesadillas, Chicken Fajitas, Cheese Enchiladas, Corn Tortillas, Rue, Beans, Guacamole, and Churros)

_____ Guest Buffet Lunch @ \$ 51.00 each \$ _____
 *Special Need: _____ Vegetarian Lunch

Saturday, October 8, 2022
Area Meeting Registration Fee...
 CAPC Members \$ 149.00 / Non-Members \$ 199.00 \$ _____
 (Includes Plated Lunch - Pot Roast: Mixed Green Salad, Slow-Roasted Pot Roast with Vegetables and Seasoned Mashed Potatoes and Chef's Dessert)

_____ Guest Plated Lunch @ \$ 53.00 each \$ _____
 *Special Need: _____ Vegetarian Lunch

Total Enclosed: \$ _____

Please complete a separate registration for each attendee and return with the payment no later than Friday, September 9, 2022.
 To: California Association of Public Cemeteries
 P.O. Box 119
 San Jacinto, CA 92581
 Telephone: (888) 344-9858
 Fax: (951) 652-3643

No refunds for cancellations received after September 9, 2022.
 Scholarship applications from CAPC member districts are being accepted until Friday, August 19, 2022 to attend the seminar.
 Contact CAPC.

Education Seminar	
Thursday, October 6, 2022 5:30-7:00 p.m. CAPC Hospitality Event: Garden Atrium #2 Dinner on Your Own	
Friday, October 7, 2022 7:00-10:00 a.m. Breakfast Buffet for Hotel Guests	
7:15 a.m. Meeting Registration	
8:00 a.m. Welcome and Program Introduction	
8:15 a.m. Featured Cemetery, Roseville Cemetery District, Presented By: Kelly Ehrman, District Manager	
8:30 a.m. "Setting Direction & Community Leadership", Presented By: Martin Rauch, Senior Consultant President of Rauch Communication Consultants	
10:30 a.m. Break	
10:45 a.m. "Setting Direction & Community Leadership", Presented By: Martin Rauch, Senior Consultant & President of Rauch Communication Consultants	
Noon: Lunch	
1:20 p.m. Donation Drawing	
1:30 p.m. "Setting Direction & Community Leadership", Presented By: Martin Rauch, Senior Consultant & President of Rauch Communication Consultants	
4:00 p.m. Adjourn	
4:15 p.m. CAPC Board of Directors Meeting	
Dinner on Your Own	

Area Meeting	
Saturday, October 8, 2022 7:00-10:00 a.m. Breakfast Buffet for Hotel Guests	
7:45 a.m. Meeting Registration	
8:30 a.m. Breakout Split Sessions: Trustees Discussion Group, Facilitated By: Gina Lopez, Trustee, Coalinga-Huron Cemetery District & Bob Allen, Trustee, Selma Cemetery District	
Managers & Secretaries Discussion Group, Facilitated By: Danny Brown, CSDM, District Manager, So. Kern Cemetery District & Tehachapi Cemetery District	
10:30 a.m. Break	
10:50 a.m. Recap of Breakout Sessions	
11:00 a.m. "10 Cyber Security Practices to Keep Special Districts Safe", Presented By: Maria Lara, National Director of Streamline	
Noon: Lunch	
1:20 p.m. Donation Drawing	
1:30 p.m. "Strategic Planning", Presented By: Martin Rauch, Senior Consultant & President of Rauch Communication Consultants	
3:00 p.m. Adjourn	
Dinner on Your Own	



16th ANNUAL TRAINING CONFERENCE - 2022

Don't miss GSRMA's 2022 Annual Training Conference!

October 20-21, 2022

After a three-year hiatus, we are excited to join all our members at our Annual Conference. The day will be filled with valuable information, entertaining speakers, good food and the opportunity for our members to share ideas with their peers.

**THURSDAY
OCTOBER 20, 2022
8:00 AM - 4:30PM**

Keynote Speaker Paul Krismer

Resiliency in the Midst of Uncertainty

A powerful emotional context permeates all aspects of our lives presently – uncertainty. Global pandemic, economic threat, and political strife are layered onto our already hectic, demanding lives. How can people not only cope, but thrive personally and professionally? Learn practical ways to amplify momentum. Discover insights about how to powerfully engage teams and change workplace culture.

GSRMA Claims Staff

WC Claims 101: Help, we have had an incident, now what?

The workers compensation system can make claimants and employers alike feel like lab rats; running frantically on a wheel or through a maze, and getting nowhere. Staff will describe and discuss the often-misunderstood workers compensation claims process. This interactive session will help to end the futility and guide employers and employees through the maze.

Dave Glende, Chief Information Officer, GSRMA Staff

Sam Adams, Systems Architect and Analyst, GSRMA Staff

Cyber Risk: Assess it, then address it.

This session will review the importance of Cyber security in today's increasingly hostile environment including the steps for performing a basic assessment of your Agency's level of risk and the corresponding actions to take.

Patrick Corcoran, Cal OSHA Consultation

Cal OSHA's Wildfire Smoke Standard

This session will outline the recently approved Wildfire Smoke Standard including risks associated with wildfire smoke exposure and thresholds at which it affects employers.

Derek Haynes, Porter Scott

The Progressive Discipline Process

Employee discipline can be a tricky subject. This session will instruct you on applying progressive discipline steps fairly and consistently, identify laws and policy requirements affecting discipline, conduct effective disciplinary meetings and document disciplinary actions properly.

**FRIDAY
OCTOBER 21, 2022
8:00 AM - NOON**

Mark Velasquez, Best Best and Krieger

AB 1234 Ethics Training

Karen O'Neil, Kirk & Simas

Harassment Prevention Training for Supervisors

**Golden State Risk Management Authority
16th Annual Training Conference
Rolling Hills Resort, Corning, CA
October 20-21, 2022**

Please Register by October 10, 2022

Golden State Risk Management Authority's 16th Annual Training, October 20-21, 2022, at Rolling Hills Resort & Casino, Corning, CA. [Click here](#) to register at our website or by returning the completed form via fax 530.934.8133 or email to events@gsrma.org.

Conference begins with registration and continental breakfast at 8:00 am.

_____ Name (Last, First)	_____ Title
_____ Member Entity	_____ Phone
_____ Address, City, State and Zip	_____ Email Address

Please check the sessions/ events you will be attending:

Wednesday Evening Vendor Reception
Hosted by GSRMA 5:30pm – 7:30pm

Thursday – General Sessions
8:30am – 4:30pm

Thursday Evening Dinner Reception
Hosted by GSRMA: 6:00pm – 8:00pm

Friday Training
AB 1234 Ethics Training 8:00 – 10:00
Mark Velasquez, Best Best and Kreiger

Harassment Training 10 – Noon
Karen O'Neil, Kirk & Simas

Friday Lunch
 Lunch on-site
 Boxed lunch to go

Accommodations

There are two hotels onsite, their contact information is below:

- The Lodge (The Vagabond Inn) is located on the north end of the main building.
- The Inn at Rolling Hills, is south of the facility adjacent to the conference center.

The phone number for reservations is (530) 528-3500. Mention Golden State Risk Management Authority to receive the special conference rate.

Driving Directions:

From the north – Take Interstate 5 South to Exit 628, Liberal Avenue. Exit right on Liberal, then turn left onto Barham Rd. arrive at Rolling Hills Resort.

From the south – Take Interstate 5 North to Exit 628, Liberal Avenue. Exit right, then turn left on Liberal and drive over the overpass. Make a left onto Barham Rd., arrive at Rolling Hills Resort.