

Tracy Public Cemetery District

Board Meeting Minutes
Of
December 11, 2024

Regular Board Meeting called to order at 5:30 pm by Chairman Derrick Davis at Valpico Memorial Park.

Roll Call:

Present: Chairman Derrick Davis, Vice-Chair Scott Arganbright via telephone, Trustee Kevin Tobeck, Trustee Eugene Birk, Trustee Bill Kaska, Manager Maylene Warner, and Office Admin Loran Prater (Kim Queirolo Absent)

Review of Agenda Items:

Visitors in Attendance: None

Comments from the Floor: None

Minutes: The Regular Session Meeting Minutes of November 13, 2024, were approved by motion of Trustee Kaska, second by Trustee Tobeck, motion passed unanimous.

Financial Report: Financial reports for October 2024 were approved by motion of Trustee Tobeck, second by Trustee Kaska, motion passed unanimous.

Monthly Interments: A copy of the November 2024 Burial Report was included in the meeting packet; total for Schulte 14 burials which included 5 full casket burials, 0 infant burial and 9 cremation burials. 0 At-Need and 14 Pre-Need. Total for Valpico Memorial Park 3 burials which includes 3 full casket burial, 0 cremation burial and 0 baby burial. 2 At-Need and 1 Pre-Need.

Pre-Need Account: The cash amount of pre-paid interment rights and services used (Schulte) for the month of October 2024, \$3,100.00. The cash amount of pre-paid interment rights and services used (Valpico) for the month of October 2024, \$0.

Review of Warrants: Warrants of November 11, 2024, December 2, 2024, and December 5, 2024, were approved by motion of Trustee Kaska, second by Trustee Tobeck, motion passed unanimous.

Old Business:

A. District Business:

1. **District Polices:** Nothing to report
2. **Workplace Violence Prevention Plan:** Manager Warner reported that Brian Hughes, from Best Best and Krieger reviewed the Workplace Violence Prevention Plan and said it looks good. The Board of Trustees asked to have more time to review the packet that was distributed. Update at next meeting.
3. **Pricelist:** The Board of Trustees approved the 2025 Pricelist by motion of Vice-Chair Arganbright, second by Trustee Tobeck, motion passes unanimous.
4. **Wreaths Across America:** Manager Warner reminded the Board of Trustees that Wreaths Across America will be held on Saturday, December 14, 2024, at 10 AM at the Schulte location.
5. **District Medical, Dental and Vision:** Manager Warner reported effective January 1, 2025, the district medical will increase for the employees that have the Kaiser Permanente Family Plan. The current cap approved by the Board is \$2850.00 per employee. The Kaiser Permanente Family Plan increased by \$91.07 for a total of \$2,941.07 per employee. There are three employees, Loran Prater, Jose Meza and Jose Manriquez, who currently have this plan. Effective January 1, 2025, each of them will have to pay the Tracy Public Cemetery District back \$91.07 per month through December 2025.

A. Schulte Memorial Park

Lighting at Schulte West Side: Trustee Tobeck reported Josh with Pereira Construction added 3 lights on the side walls of the pump house. Trustee Tobeck contacted Josh to see if he can get us a bid for more lighting to be added to the west side of the cemetery where there is currently no lighting. Update at next meeting.

B. Valpico Memorial Park:

ADA Compliant for Modular Home: Manager Warner reported that this project has been completed by Pereira Construction.

Valpico Expansion: Manager Warner reported that Scott from Schack and Company picked up a copy of the original plans. They will review and follow up with Maylene. Update at next meeting.

Pre-Pour Foundations Section 4: Manager Warner reported that the groundskeepers have installed a total of three rows of pre-poured foundation in section 4. She said that the groundskeepers will continue to work on the foundations as time permits. Update at next meeting.

Closed Session: None

Being no further business to discuss, the Regular Meeting was adjourned at 6:55 pm by Chairman Kevin Tobeck.

Respectfully,
Maylene Warner

TRACY PUBLIC CEMETERY DISTRICT

Profit & Loss by Class

July through October 2024

Ordinary Income/Expense	SCHULTE	ENDOW	PN	VALPICO	ENDOW	PN
Income						
3005 · Lot Sales	10,850.00	0.00	0.00	61,200.00	0.00	0.00
3010 · Endowment Sales	0.00	5,800.00	0.00	0.00	28,000.00	0.00
3015 · Open/Close	24,200.00	0.00	13,600.00	31,800.00	0.00	39,100.00
3020 · Vault Sales	5,500.00	0.00	1,100.00	17,050.00	0.00	10,100.00
3025 · Vault Handling Fee	2,500.00	0.00	500.00	8,250.00	0.00	4,100.00
3030 · Saturday Service Fee	1,300.00	0.00	0.00	0.00	0.00	0.00
3040 · Non Resident Fee	7,000.00	0.00	3,500.00	700.00	0.00	1,400.00
3042 · Misc Sales	2,100.00	0.00	0.00	100.00	0.00	0.00
3045 · Curr-Taxes-Secured	8,514.51	0.00	0.00	0.00	0.00	0.00
3046 · Curr-Taxes-Unsecured	1,311.21	0.00	0.00	0.00	0.00	0.00
3048 · Supplemental-Taxes	16,638.90	0.00	0.00	0.00	0.00	0.00
3064 · Interest-STIFEL Advisors	0.00	51,881.51	0.00	0.00	0.00	0.00
3065 · Interest-County-Pre-Need	46,323.00	0.00	0.00	0.00	0.00	0.00
3066 · Interest-County-Gen-Res	51,894.00	0.00	0.00	0.00	0.00	0.00
3068 · Interest-County General	52,306.00	0.00	0.00	0.00	0.00	0.00
3073 · Interest-Cap Improvement Fund	26,794.00	0.00	0.00	0.00	0.00	0.00
3070 · Interest-Bank	64.79	0.00	0.00	0.00	0.00	0.00
3080 · Securities Gains/Losses	0.00	45,943.66	0.00	0.00	0.00	0.00
Total Income	257,296.41	103,625.17	18,700.00	119,100.00	28,000.00	54,700.00
Cost of Goods Sold						
4005 · Vault Purchase	7,000.00	0.00	0.00	12,971.00	0.00	0.00
Total COGS	7,000.00	0.00	0.00	12,971.00	0.00	0.00
Gross Profit	250,296.41	103,625.17	18,700.00	106,129.00	28,000.00	54,700.00
Expense						
5105 · Salaries Regular	155,720.00	0.00	0.00	0.00	0.00	0.00
5120 · Salaries Overtime	29,125.13	0.00	0.00	0.00	0.00	0.00
5130 · Retirement	64,658.54	0.00	0.00	0.00	0.00	0.00
5140 · Payroll Taxes						
FICA	11,460.40	0.00	0.00	0.00	0.00	0.00

TRACY PUBLIC CEMETERY DISTRICT

Profit & Loss by Class

July through October 2024

	SCHULTE	ENDOW	PN	VALPICO	ENDOW	PN
Medicare	2,680.26	0.00	0.00	0.00	0.00	0.00
SDI	-2,033.29	0.00	0.00	0.00	0.00	0.00
State Unemployment	5,661.68	0.00	0.00	0.00	0.00	0.00
Total 5140 · Payroll Taxes	17,769.05	0.00	0.00	0.00	0.00	0.00
5150 · Health Insurance	36,825.61	0.00	0.00	0.00	0.00	0.00
5160 · Dental Insurance	2,090.37	0.00	0.00	0.00	0.00	0.00
5165 · Vision Care	648.33	0.00	0.00	0.00	0.00	0.00
5205 · Office Expense	7,488.53	0.00	0.00	712.93	0.00	0.00
5210 · Postage	401.16	0.00	0.00	0.00	0.00	0.00
5220 · Meeting Expense	1,447.87	0.00	0.00	1,559.06	0.00	0.00
5225 · Membership/Subscription Expense	75.00	0.00	0.00	0.00	0.00	0.00
5227 · Transportation	613.84	0.00	0.00	589.64	0.00	0.00
5230 · Prof Service	8,740.00	0.00	0.00	3,240.00	0.00	0.00
5240 · Sales Tax	1,758.71	0.00	0.00	0.00	0.00	0.00
5305 · Fuel-Oil-Lube	3,703.20	0.00	0.00	0.00	0.00	0.00
5315 · Uniforms & Laundry	4,537.86	0.00	0.00	0.00	0.00	0.00
5320 · Utility Expense	27,437.10	0.00	0.00	10,666.96	0.00	0.00
5405 · Maint-Equipment	3,863.95	0.00	0.00	690.90	0.00	0.00
5410 · Tire-Repair	63.31	0.00	0.00	0.00	0.00	0.00
5415 · Maint-Building/Grounds	59,766.43	0.00	0.00	6,831.48	0.00	0.00
Total Expense	426,733.99	0.00	0.00	24,290.97	0.00	0.00
Net Ordinary Income	-176,437.58	103,625.17	18,700.00	81,838.03	28,000.00	54,700.00
Net Income	-176,437.58	103,625.17	18,700.00	81,838.03	28,000.00	54,700.00

TRACY PUBLIC CEMETERY DISTRICT

Balance Sheet

Accrual Basis

As of October 31, 2024

	Oct 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1001 · Cash General	21,500.00
1101 · Cash in Bank -General Operating	157,484.11
1112 · Cash in Bank-Pre-Need	118,850.00
1172 · Cash in Bank-Endowment	24,150.00
44101 · Cash in County-General operatin	2,854,349.07
44102 · Cash in County-Gen Reserve	1,434,858.51
44105 · Cash in County-Pre-Need	2,133,970.12
44191 · Capital Improvements Fund	1,201,181.30
Total Checking/Savings	7,946,343.11
Other Current Assets	
1273 · Endowment Acct	1,801,205.94
1274 · Endowment Interest Acct	1,085,033.65
1400 · Returned Checks	-107.00
1900 · Prepaid Expenses	44,912.00
Total Other Current Assets	2,931,044.59
Total Current Assets	10,877,387.70
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	14,546,122.00
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
2030 · Payroll Liabilities	801.65
2050 · Accrued Vacation	38,485.67
Total Other Current Liabilities	1,775,461.32
Total Current Liabilities	1,775,461.32
Long Term Liabilities	
2080-0 Health Insurance Retiree	96,218.00
Total Long Term Liabilities	96,218.00
Total Liabilities	1,871,679.32

TRACY PUBLIC CEMETERY DISTRICT

Balance Sheet

Accrual Basis

As of October 31, 2024

	Oct 31, 24
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	108,714.88
3900 · Retained Earnings	5,316,717.77
Net Income	110,425.62
Total Equity	12,674,442.68
TOTAL LIABILITIES & EQUITY	14,546,122.00

TRACY PUBLIC CEMETERY DISTRICT
Profit & Loss Prev Year Comparison
 July through October 2024

	Jul - Oct 24	Jul - Oct 23
Ordinary Income/Expense		
Income		
3005 · Lot Sales	72,050.00	54,300.00
3010 · Endowment Sales	33,800.00	25,400.00
3015 · Open/Close	108,700.00	80,500.00
3020 · Vault Sales	33,750.00	30,150.00
3025 · Vault Handling Fee	15,350.00	14,150.00
3030 · Saturday Service Fee	1,300.00	0.00
3040 · Non Resident Fee	12,600.00	16,800.00
3042 · Misc Sales	2,200.00	1,500.00
3045 · Curr-Taxes-Secured	8,514.51	14,948.19
3046 · Curr-Taxes-Unsecured	1,311.21	864.96
3048 · Supplemental-Taxes	16,638.90	116.88
3064 · Interest-STIFEL Advisors	51,881.51	32,651.96
3065 · Interest-County-Pre-Need	46,323.00	32,796.00
3066 · Interest-County-Gen-Res	51,894.00	47,678.00
3068 · Interest-County General	52,306.00	24,207.00
3073 · Interest-Cap Improvement Fund	26,794.00	19,131.00
3070 · Interest-Bank	64.79	79.19
3071 · Misc	0.00	195.00
3080 · Securities Gains/Losses	45,943.66	27,408.82
Total Income	581,421.58	422,877.00
Cost of Goods Sold		
4005 · Vault Purchase	19,971.00	13,200.00
4010 · Buy Backs / Refunds		
4012 · Lot Buy Back	0.00	1,130.00
4014 · Opening / Closing Refund	0.00	475.00
4014-2 · Vault Buy Back	0.00	739.04
Total 4010 · Buy Backs / Refunds	0.00	2,344.04
Total COGS	19,971.00	15,544.04
Gross Profit	561,450.58	407,332.96
Expense		
5105 · Salaries Regular	155,720.00	115,764.50
5120 · Salaries Overtime	29,125.13	23,812.14
5130 · Retirement	64,658.54	40,116.25
5140 · Payroll Taxes		
FICA	11,460.40	9,376.20
Medicare	2,680.26	2,193.53
SDI	-2,033.29	-1,364.50
State Unemployment	5,661.68	2,892.72
Total 5140 · Payroll Taxes	17,769.05	13,097.95
5150 · Health Insurance	36,825.61	45,897.64

TRACY PUBLIC CEMETERY DISTRICT
Profit & Loss Prev Year Comparison
July through October 2024

	Jul - Oct 24	Jul - Oct 23
5160 · Dental Insurance	2,090.37	0.00
5165 · Vision Care	648.33	733.92
5205 · Office Expense	8,201.46	22,942.82
5210 · Postage	401.16	0.00
5220 · Meeting Expense	3,006.93	1,666.63
5225 · Membership/Subscription Expense	75.00	0.00
5227 · Transportation	1,203.48	783.58
5230 · Prof Service	11,980.00	7,480.40
5240 · Sales Tax	1,758.71	1,578.27
5305 · Fuel-Oil-Lube	3,703.20	2,801.54
5315 · Uniforms & Laundry	4,537.86	3,272.51
5320 · Utility Expense	38,104.06	20,892.95
5325 · Small Tools	0.00	2,836.84
5405 · Maint-Equipment	4,554.85	9,579.04
5410 · Tire-Repair	63.31	20.00
5415 · Maint-Building/Grounds	66,597.91	284,512.29
Total Expense	451,024.96	597,789.27
Net Ordinary Income	110,425.62	-190,456.31
Net Income	110,425.62	-190,456.31

SCHULTE MEMORIAL PARK

<u>Month</u>	<u>Full</u>	<u>Baby</u>	<u>Ash</u>	<u>AN</u>	<u>PN</u>	<u>PN USED</u>	<u>2024 Burials</u>
January	10	0	4	1	13	\$10,260.00	14
February	4	1	9	6	8	\$4,450.00	14
March	2	0	6	2	6	\$1,330.00	8
April	9	0	9	2	16	\$9,030.00	18
May	5	0	5	0	10	\$6,055.00	10
June	5	0	9	4	10	\$5,280.00	14
July	8	0	11	4	15	\$10,120.00	19
August	8	0	3	2	9	\$4,400.00	11
September	5	0	7	2	10	\$8,450.00	12
October	4	0	7	3	8	\$1,650.00	11
November	5	0	9	0	14	\$ 3,100.00	14
December							
Totals	65	1	79	26	119	\$64,125.00	145

VALPICO MEMORIAL PARK

<u>MONTH</u>	<u>FULL</u>	<u>BABY</u>	<u>ASH</u>	<u>AN</u>	<u>PN</u>	<u>PN USED</u>	<u>2024 Burials</u>
January	0	0	0	0	0	\$ -	0
February	7	0	0	7	0	\$ -	7
March	7	0	0	2	5	\$5,200.00	7
April	3	0	0	3	0	\$ -	3
May	4	0	8	11	1	\$ -	12
June	1	0	1	2	0	\$ -	2
July	8	0	0	7	1	\$3,050.00	8
August	6	0	2	5	3	\$7,700.00	8
September	2	0	2	3	1	\$ -	4
October	9	0	3	10	2	\$ -	12
November	3	0	0	2	1	\$ -	3
December							
Totals	50	0	16	52	14	\$15,950.00	66

11:44 AM

12/09/24

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

November 11, 2024

Name Address	Num	Name Account #	Split	Amount
A-1 WATER QUALITY				
1950 E. PACHECO BLVD Los Banos, Ca 93635	12887	6201000000	44101 · Cash in County-General o...	75.80
Total A-1 WATER QUALITY				75.80
Animal Damage Management				
16170 Vineyard Bld #150 Morgan Hill, CA 95037	12880	6260000000	44101 · Cash in County-General o...	185.00
16170 Vineyard Bld #150 Morgan Hill, CA 95037	12880	6260000000	44101 · Cash in County-General o...	125.00
Total Animal Damage Management				310.00
AT & T				
P.O. BOX 5019 CAROL STREAM, IL 60197-5019	12885	6201000000	44101 · Cash in County-General o...	686.40
Total AT & T				686.40
ATT LONG DISTANCE CO				
P.O. BOX 5025 CAROL STREAM IL 60197-5025	12881	6249000000	44101 · Cash in County-General o...	315.26
P.O. BOX 5025 CAROL STREAM IL 60197-5025	12881	6249000000	44101 · Cash in County-General o...	224.22
Total ATT LONG DISTANCE CO				539.48
B.J.'S CONSUMER'S CHOICE PEST CONTROL				
P.O. Box 2249 MANTECA,CA 95336	12889	6260000000	44101 · Cash in County-General o...	77.00
Total B.J.'S CONSUMER'S CHOICE PEST CONTROL				77.00
BAY ALARM CORPORATE OFFICE				
PO BOX 51041 LOS ANGELES CA 90051-5337	12884	62600000000	44101 · Cash in County-General o...	404.78
PO BOX 51041 LOS ANGELES CA 90051-5337	12884	62600000000	44101 · Cash in County-General o...	511.08
Total BAY ALARM CORPORATE OFFICE				915.86
California Department of Tax & Fee Admin				
of Tax & Fee Administration P.O.BOX 942879 S...	12892	6030000000	44101 · Cash in County-General o...	2,232.75
Total California Department of Tax & Fee Admin				2,232.75
CNH INDUSTRIAL ACCOUNTS				
PO BOX 5787 CAROL STREAM, IL 60197-5787	12886	6211000000	44101 · Cash in County-General o...	1,671.78
Total CNH INDUSTRIAL ACCOUNTS				1,671.78
Employment Development Department				
P.O.BOX 826276 SACRAMENTO, CA 94230-6...	12891	6273000100	44101 · Cash in County-General o...	6,914.88
Total Employment Development Department				6,914.88
JAMES E. SANFORD				
1349 SANTA CRUZ DR MINDEN, NV 89423	12894	4684410100	44101 · Cash in County-General o...	250.00
Total JAMES E. SANFORD				250.00
JOSE MEZA				
501 E. SCHULTE ROAD TRACY, CA 95376	12898		44101 · Cash in County-General o...	226.53
Total JOSE MEZA				226.53
KIMBERLY QUEIROLO				
501 E. SCHULTE ROAD TRACY, CA 95376	12897		44101 · Cash in County-General o...	266.41
Total KIMBERLY QUEIROLO				266.41
KNIFE RIVER				
P O BOX 66001 STOCKTON, CA 95206	12893	6260000000	44101 · Cash in County-General o...	2,133.46
Total KNIFE RIVER				2,133.46
Maylene Warner				
501 E schulte Rd Tracy, Ca 95376	12896	62260207100	44101 · Cash in County-General o...	237.18
Total Maylene Warner				237.18

11:44 AM

12/09/24

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

November 11, 2024

Name Address	Num	Name Account #	Split	Amount
NAPA AUTO PARTS				
80 EAST 11TH ST TRACY CA 95376	12882	6211000000	44101 · Cash in County-General o...	99.64
Total NAPA AUTO PARTS				99.64
NNIS, INC.				
1660 W LINNE RD. STE 121 TRACY, CA 95377	12890	6201000000	44101 · Cash in County-General o...	300.00
1660 W LINNE RD. STE 121 TRACY, CA 95377	12890	6201000000	44101 · Cash in County-General o...	150.00
1660 W LINNE RD. STE 121 TRACY, CA 95377	12890	6201000000	44101 · Cash in County-General o...	2,496.16
Total NNIS, INC.				2,946.16
PACIFIC GAS & ELECTRIC CO				
P.O.BOX 997300 SACRAMENTO, CA 95899	12878	6249000000	44101 · Cash in County-General o...	6,661.57
P.O.BOX 997300 SACRAMENTO, CA 95899	12878	6249000000	44101 · Cash in County-General o...	863.52
Total PACIFIC GAS & ELECTRIC CO				7,525.09
QUALITY SECURITY SERVICES				
821 N. EL DORADO STREET STOCKTON, CA...	12875	6220000000	44101 · Cash in County-General o...	945.00
821 N. EL DORADO STREET STOCKTON, CA...	12875	6220000000	44101 · Cash in County-General o...	945.00
821 N. EL DORADO STREET STOCKTON, CA...	12876	6220000000	44101 · Cash in County-General o...	980.00
821 N. EL DORADO STREET STOCKTON, CA...	12876	6220000000	44101 · Cash in County-General o...	980.00
Total QUALITY SECURITY SERVICES				3,850.00
ROBERTA SANFORD				
354 DUPERU DR CROCKET, CA 94525	12895	4688410100	44101 · Cash in County-General o...	250.00
Total ROBERTA SANFORD				250.00
STOCKTON PETROLIUM CO				
P.O.Box 326 Stockton, CA 95201	12877	6211000400	44101 · Cash in County-General o...	1,005.38
Total STOCKTON PETROLIUM CO				1,005.38
TRACY MATERIAL RECOVERY AND SOLID WASTE				
P.O Box 93 Tracy Ca 95378	12883	6260000000	44101 · Cash in County-General o...	1,973.53
P.O Box 93 Tracy Ca 95378	12883	6260000000	44101 · Cash in County-General o...	1,089.98
Total TRACY MATERIAL RECOVERY AND SOLID WASTE				3,063.51
UBEO WEST LLC				
PO BOX 790448 ST. LOUIS, MO 63179-0448	12888	6201000000	44101 · Cash in County-General o...	578.52
PO BOX 790448 ST. LOUIS, MO 63179-0448	12888	6201000000	44101 · Cash in County-General o...	164.70
Total UBEO WEST LLC				743.22
VAN'S ACE HARDWARE				
2695 N TRACY BLVD Tracy Ca 95376	12879	6211000000	44101 · Cash in County-General o...	157.01
2695 N TRACY BLVD Tracy Ca 95376	12879	6211000000	44101 · Cash in County-General o...	46.45
Total VAN'S ACE HARDWARE				203.46
TOTAL				36,223.99

11:45 AM

12/09/24

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

December 2, 2024

Name Address	Num	Name Account #	Split	Amount
Animal Damage Management				
16170 Vineyard Bld #150 Morgan Hill, CA 95037	12900	6260000000	44101 · Cash in County-General o...	185.00
16170 Vineyard Bld #150 Morgan Hill, CA 95037	12900	6260000000	44101 · Cash in County-General o...	125.00
Total Animal Damage Management				310.00
AT & T				
P.O. BOX 5019 CAROL STREAM, IL 60197-5019	12914	6201000000	44101 · Cash in County-General o...	686.40
Total AT & T				686.40
BAY ALARM CORPORATE OFFICE				
PO BOX 51041 LOS ANGELES CA 90051-5337	12901	62600000000	44101 · Cash in County-General o...	404.78
PO BOX 51041 LOS ANGELES CA 90051-5337	12901	62600000000	44101 · Cash in County-General o...	511.08
PO BOX 51041 LOS ANGELES CA 90051-5337	12913	62600000000	44101 · Cash in County-General o...	404.78
PO BOX 51041 LOS ANGELES CA 90051-5337	12913	62600000000	44101 · Cash in County-General o...	511.08
Total BAY ALARM CORPORATE OFFICE				1,831.72
Best Best & Krieger, Attorney at Law				
P.O BOX 1028 RIVERSIDE, CA 92502	12903	6220000000	44101 · Cash in County-General o...	415.00
Total Best Best & Krieger, Attorney at Law				415.00
CalPERS				
FINANCIAL REPORTING AND ACCOUNTING ...	12904	6050000000	44101 · Cash in County-General o...	17,127.89
Total CalPERS				17,127.89
COX BROS TIRE SERVICE				
507 East 11th St Tracy Ca 95376	12909	6211000000	44101 · Cash in County-General o...	33.79
Total COX BROS TIRE SERVICE				33.79
Grover Landscape Services				
6224 STODDARD RD MODESTO, CA 95356	12911	6260000000	44101 · Cash in County-General o...	1,015.00
Total Grover Landscape Services				1,015.00
HOME DEPOT CREDIT SERVICES DEPT.				
PO BOX 78047 PHOENIX, AZ 85062-8047	12910	6260000000	44101 · Cash in County-General o...	459.66
PO BOX 78047 PHOENIX, AZ 85062-8047	12910	6260000000	44101 · Cash in County-General o...	924.19
Total HOME DEPOT CREDIT SERVICES DEPT.				1,383.85
JENSEN PRECAST				
9895 DOUBLE R BLVD RENO, NV 89521	12905	6226006900	44101 · Cash in County-General o...	7,000.00
Total JENSEN PRECAST				7,000.00
MICHAEL SCOTT TAYLOR				
1006 SECRETARIAT DRIVE MOUNT JULIET, ...	12916	6226007000	44101 · Cash in County-General o...	400.00
Total MICHAEL SCOTT TAYLOR				400.00
MISSION UNIFORM SERVICE				
136 Coyado ave Modesto, Ca 95350-5813	12899	6246005200	44101 · Cash in County-General o...	385.28
Total MISSION UNIFORM SERVICE				385.28
PACIFIC GAS & ELECTRIC CO				
P.O.BOX 997300 SACRAMENTO, CA 95899	12906	6249000000	44101 · Cash in County-General o...	435.49
Total PACIFIC GAS & ELECTRIC CO				435.49
PEREIRA INDUSTRIAL CONSTRUCTION & MAINT				
15355 W. GRANT LINE ROAD TRACY, CA 953...	12915	6260000000	44101 · Cash in County-General o...	2,173.56
15355 W. GRANT LINE ROAD TRACY, CA 953...	12915	6260000000	44101 · Cash in County-General o...	3,780.00
Total PEREIRA INDUSTRIAL CONSTRUCTION & MAINT				5,953.56

11:45 AM

12/09/24

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

December 2, 2024

Name Address	Num	Name Account #	Split	Amount
QUALITY SECURITY SERVICES				
821 N. EL DORADO STREET STOCKTON, CA...	12902	6220000000	44101 · Cash in County-General o...	980.00
821 N. EL DORADO STREET STOCKTON, CA...	12902	6220000000	44101 · Cash in County-General o...	980.00
Total QUALITY SECURITY SERVICES				1,960.00
QUILL LLC				
P.O. BOX 37600 PHILADELPHIA, PA 19101-06...	12912	6201000000	44101 · Cash in County-General o...	104.76
P.O. BOX 37600 PHILADELPHIA, PA 19101-06...	12912	6201000000	44101 · Cash in County-General o...	499.75
Total QUILL LLC				604.51
STOCKTON PETROLIUM CO				
P.O.Box 326 Stockton, CA 95201	12908	6211000400	44101 · Cash in County-General o...	1,062.91
Total STOCKTON PETROLIUM CO				1,062.91
SUBURBAN PROPANE				
P.O.BOX 12027 FRESNO, CA 93776-2027	12907	6211000400	44101 · Cash in County-General o...	1,260.41
Total SUBURBAN PROPANE				1,260.41
TOTAL				41,865.81

11:46 AM

12/09/24

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

December 5, 2024

Name Address	Num	Name Account #	Split	Amount
ALVAREZ, EMILIO, 762 W. Fedora Rd French Camp, Ca 95231	12933	6020000000	44101 · Cash in County-General o...	331.74
Total ALVAREZ, EMILIO,				331.74
ATT LONG DISTANCE CO P.O. BOX 5025 CAROL STREAM IL 60197-5025	12929	6249000000	44101 · Cash in County-General o...	269.75
P.O. BOX 5025 CAROL STREAM IL 60197-5025	12929	6249000000	44101 · Cash in County-General o...	131.40
Total ATT LONG DISTANCE CO				401.15
BAKER SUPPLIES AND REPAIRS P O BOX 626 LOS BANOS, CA 93635	12923	6211000000	44101 · Cash in County-General o...	703.61
Total BAKER SUPPLIES AND REPAIRS				703.61
Best Best & Krieger, Attorney at Law P.O BOX 1028 RIVERSIDE, CA 92502	12931	6220000000	44101 · Cash in County-General o...	1,193.54
P.O BOX 1028 RIVERSIDE, CA 92502	12931	6220000000	44101 · Cash in County-General o...	1,121.46
Total Best Best & Krieger, Attorney at Law				2,315.00
CALIFORNIA ASSOCIATION OF PUBLIC CEMTERY P.O BOX 119 SAN JACINTO, CA 92581	12924	6209000000	44101 · Cash in County-General o...	397.00
Total CALIFORNIA ASSOCIATION OF PUBLIC CEMTERY				397.00
DERRICK DAVIS 2680 ATLANTA DR TRACY, CA 95376	12918	6226007100	44101 · Cash in County-General o...	100.00
Total DERRICK DAVIS				100.00
EUGENE BIRK 475 Peerless Way Tracy, CA 95376	12920	6226007100	44101 · Cash in County-General o...	100.00
Total EUGENE BIRK				100.00
EWING 3441 EAST HARBOUR DR PHOENIX, AZ 85034	12928	6260000000	44101 · Cash in County-General o...	491.37
3441 EAST HARBOUR DR PHOENIX, AZ 85034	12928	6260000000	44101 · Cash in County-General o...	244.46
Total EWING				735.83
KEVIN TOBECK 1222 Citadelle St Tracy, Ca 95304	12922	6226007100	44101 · Cash in County-General o...	100.00
Total KEVIN TOBECK				100.00
PACIFIC GAS & ELECTRIC CO P.O.BOX 997300 SACRAMENTO, CA 95899	12925	6249000000	44101 · Cash in County-General o...	646.76
Total PACIFIC GAS & ELECTRIC CO				646.76
PUBLIC CEMETERY ALLIANCE POST OFFICE BOX 494 GRIDLEY, CA 95948	12926	6209000000	44101 · Cash in County-General o...	300.00
Total PUBLIC CEMETERY ALLIANCE				300.00
SCOTT G. ARGANBRIGHT TRACY, CA 95376	12919	6226007100	44101 · Cash in County-General o...	100.00
Total SCOTT G. ARGANBRIGHT				100.00
UBEO WEST LLC PO BOX 790448 ST. LOUIS, MO 63179-0448	12927	6201000000	44101 · Cash in County-General o...	309.08
PO BOX 790448 ST. LOUIS, MO 63179-0448	12927	6201000000	44101 · Cash in County-General o...	100.00
Total UBEO WEST LLC				409.08

11:46 AM

12/09/24

Accrual Basis

TRACY PUBLIC CEMETERY DISTRICT

Warrant Request

December 5, 2024

Name Address	Num	Name Account #	Split	Amount
ULINE INC.				
PO BOX 88741 CHICAGO, IL 60680-1741	12930	6260000000	44101 · Cash in County-General o...	117.62
PO BOX 88741 CHICAGO, IL 60680-1741	12930	6260000000	44101 · Cash in County-General o...	243.60
Total ULINE INC.				361.22
VAN'S ACE HARDWARE				
2695 N TRACY BLVD Tracy Ca 95376	12917	6211000000	44101 · Cash in County-General o...	177.69
2695 N TRACY BLVD Tracy Ca 95376	12917	6211000000	44101 · Cash in County-General o...	110.97
Total VAN'S ACE HARDWARE				288.66
VISA				
P.O BOX 6818 CAROL STREAM, IL 60197-6818	12932	6260000000	44101 · Cash in County-General o...	1,643.25
P.O BOX 6818 CAROL STREAM, IL 60197-6818	12932	6260000000	44101 · Cash in County-General o...	256.25
P.O BOX 6818 CAROL STREAM, IL 60197-6818	12932	6260000000	44101 · Cash in County-General o...	311.42
P.O BOX 6818 CAROL STREAM, IL 60197-6818	12932	6260000000	44101 · Cash in County-General o...	73.04
P.O BOX 6818 CAROL STREAM, IL 60197-6818	12932	6260000000	44101 · Cash in County-General o...	1,920.85
Total VISA				4,204.81
WILLIAM KASKA				
785 INDEPENDENCE DRIVE TRACY, CA 95376	12921	6226007100	44101 · Cash in County-General o...	100.00
Total WILLIAM KASKA				100.00
TOTAL				11,594.86



Bonus Points
 Available
 73,116

Account Summary

Billing Cycle		12/01/2024
Days In Billing Cycle		30
Previous Balance		\$2,078.42
Purchases	+	\$4,204.81
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$2,078.42-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$4,204.81

Credit Summary

Total Credit Line	\$5,000.00
Available Credit Line	\$795.19
Available Cash	\$500.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

Call us at: (800) 883-0131
 Lost or Stolen Card: (800) 883-0131



Go to MyCardStatement.com



Write us at PO BOX 105666, ATLANTA, GA
 30348-5666

Payment Summary

NEW BALANCE \$4,204.81

MINIMUM PAYMENT \$4,204.81

PAYMENT DUE DATE 12/26/2024

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/01	11/03	PBUS01	24492164306000030560619	LS GOLDEN VALLEY MATE 120-98300280 CA	\$415.68
11/05	11/06	PBUS01	24492164310000018102222	LS GOLDEN VALLEY MATE 120-98300280 CA	\$409.19
11/05	11/06	PBUS01	24492164310000022663433	LS GOLDEN VALLEY MATE 120-98300280 CA	\$409.19
11/05	11/06	PBUS01	24692164310104235708916	INTUIT *QuickBooks CL.INTUIT.COM CA	\$999.00
11/06	11/07	PBUS01	24492164311000015442265	LS GOLDEN VALLEY MATE 120-98300280 CA	\$409.19
11/06	11/07	PBUS01	24137464312001072871531	USPS PO 0578840376 TRACY CA	\$19.42
11/11	11/11		74009774316001216400112	PAYMENT - THANK YOU	\$2,078.42-
11/14	11/15	PBUS01	24692164319101925753401	HNS*HughesNet.com 866-347-3292 MD	\$121.63
11/14	11/15	PBUS01	24011344319000056314722	PAX8 HTTPSWWW.PAX8 CO	\$450.00
11/13	11/15	PBUS01	24013394319002888530007	DS135INC MOUNTAIN MIKES TRACY CA	\$73.04
11/15	11/17	PBUS01	24943004321093938143103	COSTCO WHSE #0658 TRACY CA	\$471.85
11/21	11/22	PBUS01	24692164326108078265761	HNS*HughesNet.com 866-347-3292 MD	\$134.62
11/21	11/22	PBUS01	24137464327001133474542	USPS PO 0578840376 TRACY CA	\$292.00

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

TCM BANK NA
 PO BOX 105666
 ATLANTA GA 30348-5666

Account Number

5601

Check box to indicate
 name/address change ☐
 on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date

12/01/24

New Balance

\$4,204.81

**Total Minimum
Payment Due**

\$4,204.81

Payment Due Date

12/26/24

\$



MAYLENE WARNER
 TRACY PUBLIC CEMETERY DIS
 501 E SCHULTE ROAD
 TRACY CA 95376-8105

e-Statement

MAKE CHECK PAYABLE TO:



VISA
 PO BOX 6818
 CAROL STREAM IL 60197-6818

18 4009 7713 6500 5601 00420481 00420481 1

Golden Valley Materials inc

26701 S LAMMERS RD
TRACY CA 95377
(209)830-0280

Main Outlet
Served by: JESSICA
Register: Register 2

Receipt / Tax Invoice #4300
1 Nov 2024 9:50am

LODI 4"X8"
2 @ \$192.00

\$384.00

Subtotal
Total Tax (san joaquin, 8.25%)

\$384.00
\$31.68

TOTAL (2 items)

\$415.68

Lightspeed Payments
Fri, 1 Nov 24 9:50am
CHIP (VISA)
****5601
TRANS TYPE: CREDIT
PURCHASE
TRANS NO.: pi_3QG03DffuIutquDb19cvuMZH
AID: A00000000031010
Application label: VISA Debit/Credit (Classic)
Cryptogram: A5937B8940C805DD
ACCEPTED

\$415.68

TO PAY

\$0.00



ASSUMPTION OF RESPONSIBILITY: Upon arrival at customer's stated delivery location, Golden valley M. shall deposit materials in a location designated by customer. Customer agrees to assume all responsibility for any claims, damage, fines or other liabilities arising out of or relating to the placement of materials by Golden Valley M. including, without limitation, placement of materials (i) beyond the curb line, (ii) on city or county property (including, with limitation, city or county streets) (iii) on private property not under Customer's ownership or control, and/or (iv) blocking access to any other person's or entity's property. Customer shall assume all responsibility for ensuring that materials are moved onto its own property in a timely manner and agrees that Golden Valley Materials Inc shall have no obligation.

NO RETURNS ON SPECIAL ORDERS , ALL OTHER RETURNS IS A 30% RESTOCKING FEE

PALLET DEPOSIT IS \$39 RETURN \$24

Customer Signature.

VALPICO - ROCK FOR FRONT ENTRANCE .

GOLDEN VALLEY MATERIALS INC
26701 S LAMMERS RD
TRACY CA 95377
(209) 830-0280

Main Outlet
Served by: Vanessa Pina
Register: Main Register

Receipt / Tax Invoice #4237
5 Nov 2024 7:40am

NOYA 4X8
2 @ \$189.00 \$378.00
Disc: 1.56% (\$3.00) \$384.00
Tax: san joaquin (8.25% / \$31.19)

Subtotal \$378.00
Total Tax (san joaquin, 8.25%) \$31.19

TOTAL (2 items) \$409.19

Lightspeed Payments \$409.19
Tue, 5 Nov 24 7:40am
CHIP (VISA)
****5601 CREDIT
TRANS TYPE: PURCHASE
TRANS NO.: pi_3QHor6FfuIutquDb0gKG5Ut0
AID: A0000000031010
Application label: VISA Debit/Credit (Classic)
Cryptogram: 103AE6C551861B46
ACCEPTED

TOTAL SAVINGS \$6.00

TO PAY \$0.00



ASSUMPTION OF RESPONSIBILITY: Upon arrival at customer's stated delivery location, Golden valley M. shall deposit materials in a location designaated by customer. Customer agrees to assume all responsibility for any claims, damage, fines or other liabilities arising out of or reating to the placement of materials by Golden Valley M. including, without ;imitation, placement of materials (i) beyond the curb line, (ii) on city or county property (including,with limitation, cityor county streets) (iii) on private property not under Customer's ownership or control, and/or (iv) blocking access to any other person's or entity's property. Customer shall assume all responsibility for ensuring that materials are moved onto its own property in a timely manner and agrees that Golden Valley Materials Inc shall have no obligation.

NO RETURNS ON SPECIAL ORDERS , ALL OTHER RETURNS IS A 30% RESTOCKING FEE

PALLET DEPOSIT IS \$39 RETURN \$24

Customer Signature.

VALPICO - ROCK
MAIN
ENTRANCE.

GOLDEN VALLEY MATERIALS INC
26701 S LAMMERS RD
TRACY CA 95377
(209) 830-0280

Main Outlet
Served by: Vanessa Pina
Register: Main Register

VALPICO

Receipt / Tax Invoice #4265
6 Nov 2024 8:22am

LODI 4"X8"
2 @ \$189.00 \$378.00
Disc: 1.56% (\$3.00) ~~\$384.00~~
Tax: san joaquin (8.25% / \$31.19)

Subtotal \$378.00
Total Tax (san joaquin, 8.25%) \$31.19

TOTAL (2 items) \$409.19

Lightspeed Payments \$409.19
Wed, 6 Nov 24 8:22am
CHIP (VISA)
****5601 CREDIT
TRANS TYPE: PURCHASE
TRANS NO.: pi_3QIC01FfuIutquDb0T27jsc8
AID: A0000000031010
Application label: VISA Debit/Credit (Classic)
Cryptogram: B307F27277963D4F
ACCEPTED

TOTAL SAVINGS \$6.00

TO PAY \$0.00



ASSUMPTION OF RESPONSIBILITY: Upon arrival at customer's stated delivery location, Golden valley M. shall deposit materials in a location designaated by customer. Customer agrees to assume all responsibility for any claims, damage, fines or other liabilities arising out of or reating to the placement of materials by Golden Valley M. including, without ;imitation, placement of materials (i) beyond the curb line, (ii) on city or county property (includind,with limitation, cityor county streets) (iii) on private property not under Customer's ownership or control, and/or (iv) blocking access to any other person's or entity's property. Customer shall assume all responsibility for ensuring that materials are moved onto its own property in a timely manner and agrees that Golden Valley Materials Inc shall have no obligation.

NO RETURNS ON SPECIAL ORDERS , ALL OTHER RETURNS IS A 30% RESTOCKING FEE

PALLET DEPOSIT IS \$39 RETURN \$24

Customer Signature.

Your QuickBooks payment receipt

From: Intuit QuickBooks Customer Service (no_reply@notifications.intuit.com)

To: tpcd@att.net

Date: Tuesday, November 5, 2024 at 11:05 AM PST



Payment receipt

Alma Lopez, thank you for your payment.

ANNUAL SUBSCRIPTION

Customer account: *5559
Payment date: Nov 05, 2024
Payment total: \$999.00
Payment method: Credit card *5601
Reference #: P1-100078737
Payment authorization code: 54249G

Payment details

Qty	Item	Payment (includes sales tax)
1	Intuit QuickBooks Plus Annual Subscription	\$999.00
Total payment:		\$999.00

Notes: Additional service fees may apply based on whether you add or remove services and your usage.

Purchase information

Billing address:

Tracy Public Cemetery District
501 E Schulte Rd
Tracy CA 95376-8105

Your annual or monthly subscription or billing plan automatically renews for subsequent terms using the billing information we have on file at the time of your renewal, unless you cancel. You can cancel your

Golden Valley Materials inc

26701 S LAMMERS RD
TRACY CA 95377
(209)830-0280

Main Outlet
Served by: JESSICA
Register: Register 2

Receipt / Tax Invoice #4394
5 Nov 2024 11:52am

LODI 4"X8"
2 @ \$189.00 \$378.00
Disc: 1.56% (\$3.00) ~~\$384.00~~

Subtotal \$378.00
Total Tax (san joaquin, 8.25%) \$31.19

TOTAL (2 items) \$409.19

Lightspeed Payments \$409.19

Tue, 5 Nov 24 11:52am

CHIP (VISA)

****5601

TRANS TYPE:

TRANS NO.:

AID:

Application label:

Cryptogram:

ACCEPTED

CREDIT

PURCHASE

pi_3QHsndFfuIutquDb07m4SCtT

A0000000031010

VISA Debit/Credit (Classic)

E51EFB36CC23E1FA

TOTAL SAVINGS \$6.00

TO PAY \$0.00



ASSUMPTION OF RESPONSIBILITY: Upon arrival at customer's stated delivery location, Golden valley M. shall deposit materials in a location designated by customer. Customer agrees to assume all responsibility for any claims, damage, fines or other liabilities arising out of or relating to the placement of materials by Golden Valley M. including, without limitation, placement of materials (i) beyond the curb line, (ii) on city or county property (including, with limitation, city or county streets) (iii) on private property not under Customer's ownership or control, and/or (iv) blocking access to any other person's or entity's property. Customer shall assume all responsibility for ensuring that materials are moved onto its own property in a timely manner and agrees that Golden Valley Materials Inc shall have no obligation.

NO RETURNS ON SPECIAL ORDERS , ALL OTHER RETURNS IS A 30% RESTOCKING FEE

PALLET DEPOSIT IS \$39 RETURN \$24

Customer Signature.

FRONT
ENTRANCE

VALPICO



TRACY
125 W 9TH ST
TRACY, CA 95376-9998
(800)275-8777

11/06/2024 12:43 PM

Product	Qty	Unit Price	Price
---------	-----	------------	-------

First-Class Mail® Letter	1		\$0.73
--------------------------	---	--	--------

Sacramento, CA 94229
Weight: 0 lb 0.60 oz
Estimated Delivery Date
Fri 11/08/2024

Certified Mail® \$4.85

Tracking #: 9589 0710 5270 2252 1967 81

Affixed Postage -\$0.73

Affixed Amount: \$0.73

Total \$4.85

First-Class Mail® Letter	1		\$0.73
--------------------------	---	--	--------

Willows, CA 95988
Weight: 0 lb 0.50 oz
Estimated Delivery Date
Fri 11/08/2024

Certified Mail® \$4.85

Tracking #: 9589 0710 5270 2252 1967 98

Affixed Postage -\$0.73

Affixed Amount: \$0.73

Total \$4.85

Priority Mail® Window FR Env	1		\$10.45
------------------------------	---	--	---------

Bolingbrook, IL 60440
Flat Rate

Expected Delivery Date
Fri 11/08/2024

Tracking #: 9505 5162 1561 4311 3711 94

Insurance \$0.00

Up to \$100.00 included

Affixed Postage -\$0.73

Affixed Amount: \$0.73

Total \$9.72

Grand Total: \$19.42

Credit Card Remit \$19.42

Card Name: VISA

Account #: XXXXXXXXXXXXX5601

Approval #: 34008G

Transaction #: 476

AID: A0000000031010

Chip

AL: VISA CREDIT

PIN: Not Required

In a hurry? Self-service kiosks offer quick and easy check-out. Any Retail Associate can show you how.

Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also visit www.usps.com USPS Tracking or call 1-800-222-1811.

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Sacramento, CA 94229

Certified Mail Fee \$4.85

Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.73

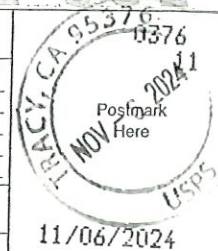
Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.

City, State, ZIP+4®

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



11/06/2024

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Willows, CA 95988

Certified Mail Fee \$4.85

Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.73

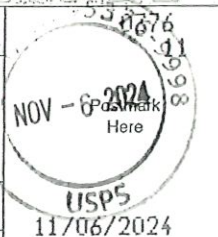
Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.

City, State, ZIP+4®

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



11/06/2024

SENT LETTERS
PAYMENT FOR MEDICAL
& DENTAL & VISION.

DUE TO LARGE
OK AMOUNTS-



Account Number: SME94744

Due Date: 11/14/2024

Invoice Number: B1-426612235

Issue Date: 11/14/2024

Purchase Order: N/A

Account Summary

Previous Balance: \$ 121.63
Last Payment: \$ -121.63
Adjustments: \$ 0.00
Past Due: \$ 0.00
Recurring/One Time Charges: \$ 119.98
Usage Charges: \$ 0.00
Current Charges: \$ 119.98
Taxes: \$ 1.65
Total Current Invoice: \$ 121.63
Total Due: \$ 121.63
Due Date: 11/14/2024

Bill To:

Maylene warner

501 E Schulte Rd

Tracy, CA 95376-8105

Customer since: 01/14/2020

Shop

Check out the Hughesnet Customer Care website for information on how to read your Hughesnet invoice

For Billing Questions, Contact:

866-347-3292

Visit myhughesnet.com and click Pay Now at the top of the page.

Detach along this line and return the above section with your payment.



DUE DATE	ACCOUNT NUMBER	AMOUNT DUE	PAYMENT CLOSED
11/14/2024	SME94744	\$ 121.63	\$

CLOUD BASE BACK UP FOR ALL
TPCD COMPUTERS YEARLY SUBSCRIPTION.

This is an electronic invoice for your cloud services from NNIS, Inc. Additional information regarding your bill, individual service charge detail, and your account history are available on the NNIS, Inc Platform Order Summary Page.

Your payment method on file will be charged as determined by your payment date.

Account ID	Invoice No	Invoice Date	Due Date	Total Due
1482303	2024-1-869908	2024-11-01	2024-11-14	\$ 450.00

Bill to:
Tracy Public Cemetery District
501 E Schulte Rd
Tracy, California 95376-8105 US
Attn: Maylene Wagner

Remit payment to:
Pax8 on behalf of NNIS, Inc
5500 South Quebec Street Ste. 350
Greenwood Village, Colorado 80111 US
support@pax8.com

INVOICE SUMMARY

THIS INVOICE	Current Charges	\$ 450.00
LAST INVOICE	Previous Balance	\$ 0.00
	Payment & Credit*	\$ 0.00
TOTAL DUE		\$ 450.00
*Excludes payments made this month or for "Charge at Checkout" line items		

INVOICE DETAIL

Order / PO#	Trx Date	Billing Period	SKU	Item Description	Term	Quantity	Unit	Unit Price	Total
24003127	2024-10-25	2024-11-01 to 2025-10-31	MST-NCE-104-C100	Microsoft 365 Business Standard [New Commerce Experience]	Annual	3.0000	User	\$ 150.0000	\$ 450.00
								Total	\$ 450.00

BOARD MEETING
11/13/24

Mountain Mike's Pizza
870 W Schulte Rd
Tracy CA
(209) 836-4141

11/13/2024 04:38:23 PM
Transaction No.: 154729047

159

*** SALE ***

Authorization Code: 820576
Reference No: 431872501225
Card Issuer: Visa
Account No: XXXXXXXXXXXXX5601
Acquired: Chip
Application Label: VISA CRUIT
IC: A38B3D2D557D175C
IWR: 8080008000
AID: A0000000031010
ISI: 0800
AIC: 0049
IAD: 0601120321A000
ARC: 23
CID: 00
CVN: 6

Signature

Amount: \$73.04

Gratuity:	10%	15%	20%
Amount:	7.30	10.96	14.61
Total:	80.34	84.00	87.65

I agree to pay the above
total amount according to the
card issuer agreement.

Merchant Copy

11/13/2024

COSTCO
WHOLESALE

Tracy #658
3250 W. Grantline Road
Tracy, CA 95377
(209) 830-5343

4N Member 112007733836

*****Bottom of Basket*****
*****BOB Count 0 *****

5 @ 18.99	
E 1842951 GATORADE200Z	94.95
5 @ 1.20	
E 0300000000 CA REDEMP VA	6.00
E 1430961 NESTLE VRTY	18.99
E 1824296 MGNM MINI	13.99
E 478617 LIQ CREAMER	8.99
10 @ 3.99	
E 782796 ***KSWTR40PK	39.90
10 @ 2.00	
E 6900000000 CA REDEMP VA	20.00
1111161 DIXIE 10" PLT	19.99 A
0000338311 /111116	4.00-A
E 1842951 GATORADE200Z	18.99
E 0300000000 CA REDEMP VA	1.20
E 1842951 GATORADE200Z	18.99
E 0300000000 CA REDEMP VA	1.20
E 1842951 GATORADE200Z	18.99
E 0300000000 CA REDEMP VA	1.20
E 1899021 PEETS K-CUP	39.99
E 1899021 PEETS K-CUP	39.99
E 1538864 STARBOREAMER	7.99
10 @ 3.99	
E 782796 ***KSWTR40PK	39.90
10 @ 2.00	
E 6900000000 CA REDEMP VA	20.00
6262016 **KS BATH**	19.99 A
6262016 **KS BATH**	19.99 A
SUBTOTAL	467.23
TAX	4.62
**** TOTAL	471.85

XXXXXXXXXXXX5601 CHIP Read
AID: A0000000031010
Seq# 4910 App#: 81087G
Visa Resp: APPROVED
Tran ID#: 432000004910....

APPROVED - Purchase
AMOUNT: \$471.85
11/15/2024 13:28 658 4 153 4

Visa	471.85
CHANGE	0.00
A 8.25% TAX	4.62



Account Number: SME00197735

Due Date: 11/21/2024

Invoice Number: B1-426813076

Issue Date: 11/21/2024

Purchase Order: N/A

Account Summary

Previous Balance: \$ 134.62
Last Payment: \$ -134.62
Adjustments: \$ 0.00
Past Due: \$ 0.00
Recurring/One Time Charges: \$ 132.97
Usage Charges: \$ 0.00
Current Charges: \$ 132.97
Taxes: \$ 1.65
Total Current Invoice: \$ 134.62
Total Due: \$ 134.62
Due Date: 11/21/2024

Bill To:

Maylene Warner
501 E Schulte Rd
Tracy, CA 95376-8105

Customer since: 09/21/2021

House

Check out the Hughesnet Customer Care website for information on how to read your Hughesnet invoice

For Billing Questions, Contact:

866-347-3292

Visit myhughesnet.com and click Pay Now at the top of the page.

Detach along this line and return the above section with your payment.



DUE DATE	ACCOUNT NUMBER	AMOUNT DUE	PAYMENT CLOSED
11/21/2024	SME00197735	\$ 134.62	\$

STAMPS

STAMPS



TRACY
125 W 9TH ST
TRACY, CA 95376-9998
(800)275-8777

11/21/2024 04:03 PM

Product	Qty	Unit Price	Price
Tags2024Coil/100	4	\$73.00	\$292.00

Grand Total: \$292.00

Credit Card Remit \$292.00

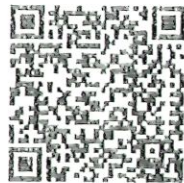
Card Name: VISA
Account #: XXXXXXXXXXXXX5601
Approval #: 34825G
Transaction #: 301
ATD: A0000000031010 Chip
AL: VISA CREDIT
PIN: Not Required

In a hurry? Self-service kiosks offer quick and easy check-out. Any Retail Associate can show you how.

Preview your Mail
Track your Packages
Sign up for FREE @
<https://informedelivery.usps.com>

All sales final on stamps and postage.
Refunds for guaranteed services only.
Thank you for your business.

Tell us about your experience.
Go to: <https://postalexperience.com/Post>
or scan this code with your mobile device



or call 1-800-410-7420.

Batch: 057884-0376
Receipt #: 640-59560090-3-8469657-1
Mark: 85

Tracy Public Cemetery District - Schulte Memorial Park

The following prices for Interment Rights and Services are effective January 1, 2025

INTERMENT RIGHTS

Standard Grave (Pre-Poured Foundation)	\$1,900.00
Standard Grave (Other)	\$1,750.00
Infant Grave	\$1,100.00
Cremation Inground Grave	\$1,350.00
Niche (Name Plate and Vase NOT Included) Tire 1	\$1,900.00
Niche (Name Plate and Vase NOT Included) Tire 2	\$1,600.00
Ossuary (Name Plate Included)	\$400.00

ENDOWMENT CARE (Non-Refundable)

All Standard Graves	\$800.00
Infant/Cremation Graves	\$600.00
Niche	\$600.00
Ossuary	\$200.00

OPENING/CLOSING CHARGES

Standard Single	\$1,500.00
Standard Companion (1st Opening/Closing)	\$1,700.00
Standard Companion (2nd Opening/Closing)	\$1,500.00
Infant	\$1,000.00
Cremation Inground	\$950.00
Cremation Niche	\$900.00
Ossuary	\$350.00

GARDEN CRYPTS (Cement Vaults)

Standard Single Vault (\$550.00) + Handling Fee (\$250.00)	\$900.00
Oversize Vault (\$650.00) + Handling Fee (\$300.00)	\$1,050.00
Infant Vault (\$300.00) + Handling Fee (\$150.00)	\$550.00
Cremation Vault (\$200.00) + Handling Fee (\$100.00)	\$400.00

(Standard Vault Mandatory ~ Infant/Cremation Vaults Optional)

NON-RESIDENT FEE

All Interments	\$700.00
----------------	----------

SATURDAY SERVICE FEE (AM only)

Cemetery services must <u>*conclude by 11:30 AM</u>	\$650.00
---	----------

AFTERNOON DEPOSIT (Monday - Friday Only)

Afternoon services require an overtime deposit	\$300.00
--	----------

Cemetery services must *conclude by 3:30 PM

Plot Transfer Administrative Fee (Per Plot)	\$50.00
---	---------

Veterans Headstone Setting	\$300.00
----------------------------	----------

Veterans Inground Flower Vase (Price per single vase)	\$75.00
---	---------

Niche Name Plate and Vase **See Below	\$Varies
---------------------------------------	----------

Chairman Derrick Davis: 

Vice-Chair Scott Arganbright: _____

Trustee Kevin Tobeck: 

Trustee Eugene Birk: 

Trustee William Kaska: 

TRACY PUBLIC CEMETERY DISTRICT ~ SCHULTE

PROPOSED PRICE LIST FOR UPCOMING YEAR 2025

INTERMENT RIGHTS	2024	2025
Standard Grave (Pre-Poured Foundation)	\$1,800.00	\$1,900.00
Standard Grave (Other)	\$1,650.00	\$1,750.00
Infant Grave	\$1,000.00	\$1,100.00
Cremation Inground Grave	\$1,250.00	\$1,350.00
Niche (Name Plate and Vase NOT Included)Tire 1	\$1,900.00	\$1,900.00
Niche (Name Plate and Vase NOT Included)Tire 2	\$1,600.00	\$1,600.00
Ossuary (Name Plate Included)	\$400.00	\$400.00
ENDOWMENT CARE (Non-Refundable)		
All Standard Graves	\$800.00	\$800.00
Infant/Cremation Graves	\$600.00	\$600.00
Cremation Niche	\$600.00	\$600.00
Ossuary	\$200.00	\$200.00
OPENING/CLOSING CHARGES		
Standard Single	\$1,350.00	\$1,500.00
Standard Companion (1st Opening/Closing)	\$1,550.00	\$1,700.00
Standard Companion (2nd Opening/Closing)	\$1,350.00	\$1,500.00
Infant	\$850.00	\$1,000.00
Cremation Inground	\$800.00	\$950.00
Cremation Niche	\$750.00	\$900.00
Ossuary	\$350.00	\$350.00
GARDEN CRYPTS (Cement Vaults)		
Standard Single Vault (Handling Fee Included In Price)	\$800.00	\$900.00
Oversize Vault (Handling Fee Included In Price)	\$950.00	\$1,050.00
Infant Vault (Handling Fee Included In Price)	\$450.00	\$550.00
Cremation Vault (Handling Fee Included In Price)	\$300.00	\$400.00
(Standard Vault Mandatory ~ Infant/Cremation Vaults Optional)		
NON-RESIDENT FEE		
All Interments	\$700.00	\$700.00
SATURDAY SERVICE FEE (AM only)		
Cemetery services must <u>*conclude by 11:30 AM</u>	\$650.00	\$650.00
AFTERNOON DEPOSIT (Monday - Friday Only)		
Afternoon services require an overtime deposit	\$300.00	\$300.00
Cemetery services must <u>*conclude by 3:30 PM</u>		
Plot Transfer Administrative Fee (Per Plot)	\$50.00	\$50.00
Veterans Headstone Setting	\$300.00	\$300.00
Veterans Inground Flower Vase (Price per single vase)	\$75.00	\$75.00
Niche Name Plate and Vase	\$Varies	\$Varies

NOTE: Increase Lots, Open/Close and Vaults \$350.00

Tracy Public Cemetery District - Valpico Memorial Park

The following prices for Interment Rights and Services are effective January 1, 2025

INTERMENT RIGHTS

Standard Grave (Pre-Poured Foundation)	\$1,900.00
Standard Grave (Other)	\$1,750.00
Infant Grave	\$1,100.00
Cremation Inground Grave	\$1,350.00
Niche (Name Plate and Vase NOT Included) Tire 1	\$2,500.00
Niche (Name Plate and Vase NOT Included) Tire 2	\$2,200.00
Niche (Name Plate and Vase NOT Included) Tire 2	\$1,900.00
Niche (Name Plate and Vase NOT Included) Tire 2	\$1,600.00
Premium Landmark Location Fee	\$600.00

ENDOWMENT CARE (Non-Refundable)

All Standard Graves	\$800.00
Infant/Cremation Graves	\$600.00
Niche	\$600.00

OPENING/CLOSING CHARGES

Standard Single	\$1,500.00
Standard Companion (1st Opening/Closing)	\$1,700.00
Standard Companion (2nd Opening/Closing)	\$1,500.00
Infant	\$1,000.00
Cremation Inground	\$950.00
Cremation Niche	\$900.00

GARDEN CRYPTS (Cement Vaults)

Standard Single Vault (\$550.00) + Handling Fee (\$250.00)	\$900.00
Oversize Vault (\$650.00) + Handling Fee (\$300.00)	\$1,050.00
Infant Vault (\$300.00) + Handling Fee (\$150.00)	\$550.00
Cremation Vault (\$200.00) + Handling Fee (\$100.00)	\$400.00

(Standard Vault Mandatory ~ Infant/Cremation Vaults Optional)

NON-RESIDENT FEE

All Interments	\$700.00
----------------	----------

SATURDAY SERVICE FEE (AM only)

Cemetery services must <u>*conclude by 11:30 AM</u>	\$650.00
---	----------

AFTERNOON DEPOSIT (Monday - Friday Only)

Afternoon services require an overtime deposit	\$300.00
--	----------

Cemetery services must *conclude by 3:30 PM

Plot Transfer Administrative Fee (Per Plot)	\$50.00
---	---------

Veterans Inground Flower Vase (Price per single vase)	\$75.00
---	---------

Niche Name Plate and Vase **See Below	\$Varies
---------------------------------------	----------

Chairman Derrick Davis: 

Vice-Chair Scott Argeanbright: _____

Trustee Kevin Tobeck: 

Trustee Eugene Birk: 

Trustee William Kaska: 

TRACY PUBLIC CEMETERY DISTRICT ~ VALPICO

PROPOSED PRICE LIST FOR UPCOMING YEAR 2025

INTERMENT RIGHTS	2024	2025
Standard Grave (Pre-Poured Foundation)	\$1,800.00	\$1,900.00
Standard Grave (Other)	\$1,650.00	\$1,750.00
Infant Grave	\$1,000.00	\$1,100.00
Cremation Inground Grave	\$1,250.00	\$1,350.00
Niche (Name Plate and Vase NOT Included) Tire 1	\$2,500.00	\$2,500.00
Niche (Name Plate and Vase NOT Included) Tire 2	\$2,200.00	\$2,200.00
Niche (Name Plate and Vase NOT Included) Tire 3	\$1,900.00	\$1,900.00
Niche (Name Plate and Vase NOT Included) Tire 4	\$1,600.00	\$1,600.00
Primium Landmark Location Fee	\$600.00	\$600.00
ENDOWMENT CARE (Non-Refundable)		
All Standard Graves	\$800.00	\$800.00
Infant/Cremation Graves	\$600.00	\$600.00
Niche	\$600.00	\$600.00
OPENING/CLOSING CHARGES		
Standard Single	\$1,350.00	\$1,500.00
Standard Companion (1st Opening/Closing)	\$1,550.00	\$1,700.00
Standard Companion (2nd Opening/Closing)	\$1,350.00	\$1,500.00
Infant	\$850.00	\$1,000.00
Cremation Inground	\$800.00	\$950.00
Cremation Niche	\$750.00	\$900.00
GARDEN CRYPTS (Cement Vaults)		
Standard Single Vault (Handling Fee Included In Price)	\$800.00	\$900.00
Oversize Vault (Handling Fee Included In Price)	\$950.00	\$1,050.00
Infant Vault (Handling Fee Included In Price)	\$450.00	\$550.00
Cremation Vault (Handling Fee Included In Price)	\$300.00	\$400.00
(Standard Vault Mandatory ~ Infant/Cremation Vaults Optional)		
NON-RESIDENT FEE		
All Interments	\$700.00	\$700.00
SATURDAY SERVICE FEE (AM only)		
Cemetery services must <u>*conclude by 11:30 AM</u>	\$650.00	\$650.00
AFTERNOON DEPOSIT (Monday - Friday Only)		
Afternoon services require an overtime deposit	\$300.00	\$300.00
Cemetery services must <u>*conclude by 3:30 PM</u>		
Plot Transfer Administrative Fee (Per Plot)	\$50.00	\$50.00
Veterans Inground Flower Vase (Price per single vase)	\$75.00	\$75.00
Niche Name Plate and Vase	\$Varies	\$Varies

NOTE: Increased Lot, Open/Close and Vaults \$350.00

2025 HEALTH INSURANCE

EMPLOYEE NAME	HEALTH PLAN	TYPE	2024 COST	2025 COST	DIFFERENCE	CAP OVER/UNDER
Maylene Warner	Self + 1	CALPERS GOLD/VIS/DEN	\$1920.89	\$2121.17	+\$200.28	(UNDER BY \$828.83)
Kimberly Jager-Queirolo	Self + 1	KAISER/VIS/DEN	\$2134.07	\$2319.57	+\$185.50	(UNDER BY \$630.43)
Alma Celaya	Self	CALPERS GOLD/VIS/DEN	\$ 966.90	\$1067.25	+\$100.35	(UNDER BY \$1882.75)
Antonio Leon Ramirez	Self	CALPERS GOLD/VIS/DEN	\$ 966.90	\$1067.25	+\$100.35	(UNDER BY \$1882.75)
Axel Torres	Self	KAISER/VIS/DEN	\$1073.49	\$1166.45	+\$ 92.96	(UNDER BY \$1783.55)
Jesus Manzo	Self + Family	CALPERS GOLD/VIS/DEN	\$2522.07	\$2783.14	+\$261.07	(UNDER BY \$166.86)
Loran Prater	Self + Family	KAISER/VIS/DEN	\$2799.21	\$3041.07	+\$241.86	(OVER BY \$91.07)
Jose Meza	Self + Family	KAISER/VIS/DEN	\$2799.21	\$3041.07	+\$241.86	(OVER BY \$91.07)
Jose Manriquez	Self + Family	KAISER/VIS/DEN	\$2799.21	\$3041.07	+\$241.86	(OVER BY \$91.07)

CAP \$ 2050.⁰⁶

2025 Basic Plan Premiums

BASIC HMO PLANS	Region 1		
	Single	2-Party	Family
Anthem Blue Cross Select	\$1,256.65	\$2,513.30	\$3,267.29
Anthem Blue Cross Traditional	1,500.40	3,000.80	3,901.04
Blue Shield Access+	1,170.17	2,340.34	3,042.44
Blue Shield Access+ EPO	1,170.17	2,340.34	3,042.44
Blue Shield Trio	1,134.79	2,269.58	2,950.45
Kaiser Permanente	1,112.90	2,225.80	2,893.54
UnitedHealthcare SignatureValue Alliance	1,184.58	2,369.16	3,079.91
UnitedHealthcare SignatureValue Harmony	1,005.02	2,010.04	2,613.05
Western Health Advantage	914.27	1,828.54	2,377.10
BASIC PPO PLANS	Single	2-Party	Family
PERS Gold	1,013.70	2,027.40	2,635.62
PERS Platinum	1,476.10	2,952.20	3,837.86
PORAC	975.00	2,218.00	2,777.00

BASIC HMO PLANS	Region 2		
	Single	2-Party	Family
Anthem Blue Cross Select	\$919.00	\$1,838.00	\$2,389.40
Anthem Blue Cross Traditional	1,110.97	2,221.94	2,888.52
Blue Shield Access+	948.53	1,897.06	2,466.18
Blue Shield Access+ EPO	948.53	1,897.06	2,466.18
Blue Shield Trio	909.10	1,818.20	2,363.66
Health Net Salud y Más	823.49	1,646.98	2,141.07
Kaiser Permanente	944.34	1,888.68	2,455.28
Sharp Performance Plus (San Diego County only)	868.45	1,736.90	2,257.97
UnitedHealthcare SignatureValue Alliance	890.66	1,781.32	2,315.72
UnitedHealthcare SignatureValue Harmony	819.64	1,639.28	2,131.06
BASIC PPO PLANS	Single	2-Party	Family
PERS Gold	864.75	1,729.50	2,248.35
PERS Platinum	1,258.76	2,517.52	3,272.78
PORAC	970.00	1,951.00	2,484.00

BASIC HMO PLANS	Region 3		
	Single	2-Party	Family
Anthem Blue Cross Select	\$916.88	\$1,833.76	\$2,383.89
Anthem Blue Cross Traditional	1,065.46	2,130.92	2,770.20
Blue Shield Access+	828.48	1,656.96	2,154.05
Blue Shield Trio	738.11	1,476.22	1,919.09
Health Net Salud y Más	714.40	1,428.80	1,857.44
Kaiser Permanente	926.52	1,853.04	2,408.95
UnitedHealthcare SignatureValue Alliance	866.40	1,732.80	2,252.64
UnitedHealthcare SignatureValue Harmony	756.28	1,512.56	1,966.33
BASIC PPO PLANS	Single	2-Party	Family
PERS Gold	868.15	1,736.30	2,257.19
PERS Platinum	1,263.73	2,527.46	3,285.70
PORAC	970.00	1,951.00	2,484.00

BASIC HMO PLANS	Out of State		
	Single	2-Party	Family
Kaiser Permanente (in select areas only)	\$1,422.26	\$2,844.52	\$3,697.88
BASIC PPO PLANS	Single	2-Party	Family
PERS Platinum	1,244.55	2,489.10	3,235.83
PORAC	1,106.00	2,246.00	2,661.00

RE: **[**External**]** - re: increase in health insurance rates

From: CalPERS Health (calpershealth@calpers.ca.gov)

To: tpcd@att.net

Cc: calpershealth@calpers.ca.gov

Date: Thursday, November 14, 2024 at 10:28 AM PST

Good morning Maylene,

Here is the link to the 2025 health rates: <https://www.calpers.ca.gov/docs/forms-publications/member-rates-sheet-2025.pdf>. You can also view which plans that employees have selected and the rates for 2025 by running the Employer Health Enrollee Cognos report in myCalPERS with a 1/1/2025 "as of date". If you need directions about running Cognos reports, here is a link to a student guide with screenshots of the process: <https://www.calpers.ca.gov/docs/course-205.pdf>

Please let me know if you have any questions.

Stephanie Duncan

Health Program Marketing Analyst

CalPERS Health Account Management Division

(916) 795-3322 – desk

(916) 837-6814 – mobile

Follow us on [Twitter](#) | Like us on [Facebook](#) | View Videos on [YouTube](#)

From: TPCD <tpcd@att.net>

Sent: Thursday, November 14, 2024 10:18 AM

To: Duncan, Stephanie <Stephanie.Duncan@calpers.ca.gov>

Subject: **[**External**]** - re: increase in health insurance rates

CAUTION: This email originated from outside the CalPERS organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Stephanie,

I am hoping you can help me. I need to find out what the new health care rates will be for each employee. We have a cap that we pay, and I need to find out what my staff will be owing.

Looking forward to hearing from you!

TRACY PUBLIC CEMETERY DISTRICT

WORKPLACE VIOLENCE PREVENTION PROGRAM

dated

Table of Contents

Policy

Our establishment's Workplace Violence Prevention Plan (WVPP) addresses the hazards known to be associated with the four types of workplace violence as defined by [Labor Code \(LC\) section 6401.9](#).

Date of Last Review:

Date of Last Revision(s):

DEFINITIONS

Emergency - Unanticipated circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.

Engineering controls - An aspect of the built space or a device that removes a hazard from the workplace or creates a barrier between the employee and the hazard.

Log - The violent incident log required by LC section 6401.9.

Plan - The workplace violence prevention plan required by LC section 6401.9.

Serious injury or illness - Any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.

Threat of violence - Any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Workplace violence - Any act of violence or threat of violence that occurs in a place of employment.

Workplace violence includes, but is not limited to, the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving a threat or use of a firearm or other dangerous weapon, including the use of common objects as weapons, regardless of whether the employee sustains an injury.
- The following four workplace violence types:

Type 1 violence - Workplace violence committed by a person who has no legitimate business at the worksite, and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.

Type 2 violence - Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.

Type 3 violence - Workplace violence against an employee by a present or former employee, supervisor, or manager.

Type 4 violence - Workplace violence committed in the workplace by a person who does not work there, but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

Work practice controls - Procedures and rules which are used to effectively reduce workplace violence hazards.

RESPONSIBILITY

The WVPP administrator, Maylene Warner, District Manager, has the authority and responsibility for implementing the provisions of this plan for Tracy Public Cemetery District. If there are multiple persons responsible for the plan, their roles will be clearly described.

Responsible Persons	Job Title/Position	WVPP Responsibility(ies)	Phone #	Email
Maylene Warner	District Manager		(510) 224-7922	tpcd@att.net

- All managers and supervisors are responsible for implementing and maintaining the WVPP in their work areas and for answering employee questions about the WVPP.
- All employees are responsible for complying with the WVPP, maintaining a violence-free work environment, attending all training, following all directions, policies, and procedures, and reporting suspicious persons in the area, and alerting the proper authorities when necessary.

EMPLOYEE ACTIVE INVOLVEMENT

Tracy Public Cemetery District ensures the following policies and procedures to obtain the active involvement of employees and authorized employee representatives in developing and implementing the plan:

- Management will work with and allow employees and authorized employee representatives to participate in:
 - Identifying, evaluating, and determining corrective measures to prevent workplace violence. This includes, but is not limited to, periodic safety meetings with employees to discuss the identification of workplace violence related concerns and hazards, and to evaluate the concerns to identify corrective action.
 - Designing and implementing training by encouraging employees to provide feedback and suggestions to help customize the training materials and sessions.
 - Reporting and potentially assisting in the investigating of workplace violence incidents.
- Management will ensure that all workplace violence policies and procedures within this written plan are clearly communicated and understood by all employees. Managers and supervisors will enforce the rules fairly and uniformly.
- All employees will follow all workplace violence prevention plan directives, policies, and procedures, and assist in maintaining a safe work environment
- The Plan shall be in effect at all times and in all work areas and be specific to the hazards and corrective measures for each work area and operation.

EMPLOYEE COMPLIANCE

The Administrator is responsible for ensuring the WVPP is clearly communicated and understood by all employees. The following are used to ensure all employees understand and comply with the WVPP:

- Provide comprehensive workplace violence prevention training to all new employees, employees, supervisors, and managers in the provisions of Tracy Public Cemetery District Workplace Violence Prevention Plan (WVPP)/the Plan.
- Evaluating employees to ensure their compliance with the Plan.
- Provide retraining to employees whose safety performance is deficient with the Plan.
- Recognizing employees who demonstrate safe work practices that promote the Plan in the workplace.
- Discipline employees for failure to comply with the Plan in accordance with the compliance requirements outlined in Tracy Public Cemetery District's Injury & Illness Prevention Program.

COMMUNICATION WITH EMPLOYEES

We recognize that open, two-way communication between our management team, staff, and other employers, about workplace violence issues is essential to a safe and productive workplace. The following communication system is designed to facilitate a continuous flow of workplace violence prevention information between management and staff in a form that is readily understandable by all employees, and consists of one or more of the following:

- New employee orientation includes workplace violence prevention policies and procedures.
- Workplace violence prevention training programs.
- Regularly scheduled meetings that address security issues and potential workplace violence hazards
- Effective communication between employees and supervisors about workplace violence prevention and violence concerns.
- Posted or distributed workplace violence prevention information.
- Encouraging employees to inform their supervisors, or manager, about any threats of violence or workplace violence. Employees may use the Workplace violence Complaint Form (Appendix A) to assist in their reporting of incidents. No employee will be disciplined for reporting any threats of violence or workplace violence.
- Employees will not be prevented from accessing their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety. Employees' concerns will be investigated in a timely manner and they will be informed of the results of the investigation and any corrective actions to be taken.

WORKPLACE VIOLENCE INCIDENT REPORTING PROCEDURE

Tracy Public Cemetery District will implement the following effective procedures to ensure that:

- All threats or acts of workplace violence are reported to an employee's supervisor or manager, who will inform the WVPP administrator. In the event a supervisor or manager is not available, the employee can report an incident directly to a Board Member. Personnel can anonymously report threats of workplace violence by completing a Workplace Violence Complaint Form and omitting their name from the Complainant section. A strict non-retaliation policy is in place.

EMERGENCY RESPONSE PROCEDURES

In the event of an actual or potential workplace violence emergency, the employee should determine the best immediate reporting option based on the situation and circumstances. The methods of reposting emergencies include, but are not limited to:

- Immediately notifying the manager, supervisor or Board Member.
- Dialing 911.

In the event of an emergency, including a Workplace Violence Emergency, contact the following:

Responsible Persons	Job Title/Position	WVPP Responsibility(ies)	Phone #	Email
Maylene Warner	District Manager	Responsible for emergency response, hazard identification, and coordination with other employees; Conducts safety inspections, coordinates emergency response procedures, and communicates with other employees about the plan.	Office: (209) 835-2930 Cell: (510) 224-7922	tracypcd@att.net

Upon being notified of a workplace violence emergency, the Administrator or designated "person-in-charge" will determine if emergency procedures should be activated and if evacuation or shelter-in-place procedures should be implemented.

WORKPLACE VIOLENCE HAZARD IDENTIFICATION AND EVALUATION

The following policies and procedures are established and required to be conducted by Tracy Public Cemetery District to ensure that workplace violence hazards are identified and evaluated:

- Inspections shall be conducted when the plan is first established, after each workplace violence incident, and whenever the employer is made aware of a new or previously unrecognized hazard as well as annually.

Periodic Inspections

Periodic inspections of workplace violence hazards will identify unsafe conditions and work practices. This may require assessment for more than one type of workplace violence. Periodic Inspections shall be conducted by the District Manager utilizing the Workplace Violence Prevention Hazard Assessment form and the Hazard Correction form.

Inspections are performed according to the following schedule:

- When the Plan is first established.
- Annually
- When new, previously unidentified workplace violence/security hazards are recognized.
- After each workplace violence incident or threats occur.

WORKPLACE VIOLENCE HAZARD CORRECTION

Workplace violence hazards will be evaluated and corrected in a timely manner. Tracy Public Cemetery District will implement the following effective procedures to correct workplace violence hazards that are identified:

- If an imminent workplace violence hazard exists that cannot be immediately abated without endangering employee(s), all exposed employee(s) will be removed from the situation except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition will be provided with the necessary protection, depending on the exposure.
- All corrective actions taken will be documented and dated on the appropriate forms. Such as the Workplace Violence Hazard Assessment and Correction form, or other tracking methods.
- Corrective measures for workplace violence hazards will be specific to a given work area.

POST INCIDENT RESPONSE AND INVESTIGATION

After a workplace incident, the WVPP administrator or their designee will implement the following post-incident procedures:

- Visit the scene of an incident as soon as safe and practicable.
- Interview involved parties, such as employees, witnesses, law enforcement, and/or security personnel.
- Review security footage of existing security cameras if applicable.
- Examine the workplace for security risk factors associated with the incident, including any previous reports of inappropriate behavior by the perpetrator.
- Determine the cause of the incident.
- Take corrective action to prevent similar incidents from occurring.
- Record the findings and ensuring corrective actions are taken.
- Obtain any reports completed by law enforcement.
- The violent incident log will be used for every workplace violence incident and will include information, such as: **[See attached Violent Incident Log]**
- Reviewing all previous incidents.

Ensure that no personal identifying information is recorded or documented in the written investigation report. This includes information which would reveal identification of any person involved in a violent incident, such as the person's name, address, electronic mail address, telephone number, social security number, or other information that, alone or in combination with other publicly available information, reveals the person's identity.

TRAINING AND INSTRUCTION

All employees, including managers and supervisors, will have training and instruction on general and job-specific workplace violence practices. These sessions could involve presentations, discussions, and practical exercises. Training and instruction will be provided as follows:

- When the Plan is first established.
- When hired.
- Annually to ensure all employees understand and comply with the plan.
- Whenever a new or previously unrecognized workplace violence hazard has been identified and when changes are made to the plan. The additional training may be limited to addressing the new workplace violence hazard or changes to the plan.

Tracy Public Cemetery District will provide its employees with training and instruction on the definitions found on pages 1 and 2 of this plan and the requirements listed below:

- The employer's WVPP, how to obtain a copy of the employer's plan at no cost, and how to participate in development and implementation of the employer's plan.
- How to report workplace violence incidents or concerns to the employer or law enforcement without fear of reprisal.
- Workplace violence hazards specific to the employees' jobs, the corrective measures Tracy Public Cemetery District has implemented, how to seek assistance to prevent or respond to violence, and strategies to avoid physical harm.
- The violent incident log and how to obtain copies of records pertaining to hazard identification, evaluation and correction, training records, and violent incident logs.
- How to recognize the potential for violence and escalating behavior.
- General and personal safety measures.
- Strategies to de-escalate behaviors and to avoid physical harm. How to recognize alerts, alarms, or other warnings about emergency conditions and how to use identified escape routes or locations for sheltering.
- Tracy Public Cemetery alerts, alarms, or systems that are in place to warn of emergencies.

Note: *Employers must use training material appropriate in content and vocabulary to the educational level, literacy, and language of employees.*

EMPLOYEE ACCESS TO THE WRITTEN WVPP

Tracy Public Cemetery District ensures that the WVPP plan shall be in writing and shall be available and easily accessible to employees, authorized employee representatives, and representatives of Cal/OSHA at all times. This will be accomplished by:

- Whenever an employee or designated representative requests a copy of the written WVPP, we will provide the requester with a printed copy of the WVPP, unless the employee or designated representative agrees to receive an electronic copy.

RECORDKEEPING

Tracy Public Cemetery District will:

- Create and maintain records of workplace violence hazard identification, evaluation, and correction, for a minimum of five (5) years.
- Create and maintain training records for a minimum of one (1) year and include the following:
 - Training dates.
 - Contents or a summary of the training sessions.
 - Names and qualifications of persons conducting the training.
 - Names and job titles of all persons attending the training sessions.
- Maintain violent incident logs for minimum of five (5) years.
- Maintain records of workplace violence incident investigations for a minimum of five (5) years.
 - The records shall not contain medical information per subdivision (j) of section 56.05 of the Civil Code.

- All records of workplace violence hazard identification, evaluation, and correction; training, incident logs and workplace violence incident investigations required by [LC section 6401.9\(f\)](#), shall be made available to Cal/OSHA upon request for examination and copying.

EMPLOYEE ACCESS TO RECORDS

The following records shall be made available to employees and their representatives, upon request and without cost, for examination and copying within **15 calendar days of a request**:

- Records of workplace violence hazard identification, evaluation, and correction.
- Training records.
- Violent incident logs.

REVIEW AND REVISION OF THE WVPP

The Tracy Public Cemetery District WVPP will be reviewed for effectiveness:

- At least annually.
- When a deficiency is observed or becomes apparent.
- After a workplace violence incident.
- As needed.

Review and revision of the WVPP will include the procedures listed in the EMPLOYEE ACTIVE INVOLVEMENT section of this WVPP, as well as the following procedures to obtain the active involvement of employees and authorized employee representatives in reviewing the plan's effectiveness:

- Review of Tracy Public Cemetery District's WVPP should include, but is not limited to:
 - Review of incident investigations and the violent incident log.
 - Assessment of the effectiveness of security systems, including alarms, emergency response, and security personnel availability (if applicable).
- Review that violence risks are being properly identified, evaluated, and corrected. Any necessary revisions are made promptly and communicated to all employees. [These revisions could involve changes to procedures, updates to contact information, and additions to training materials.]

EMPLOYER REPORTING RESPONSIBILITIES

As required by [California Code of Regulations \(CCR\), Title 8, Section 342\(a\). Reporting Work-Connected Fatalities and Serious Injuries](#), Tracy Public Cemetery District will immediately report to Cal/OSHA any serious injury or illness (as defined by [CCR, Title 8, Section 330\(h\)](#)), or death (including any due to Workplace Violence) of an employee occurring in a place of employment or in connection with any employment.

"I, Maylene Warner, District Manager of Tracy Public Cemetery District hereby authorize and ensure, the establishment, implementation, and maintenance of this written workplace violence prevention plan and the documents/forms within this written plan. I believe that these policies and procedures will bring positive changes to the workflow, business operations, and overall health and safety as it relates to workplace violence prevention."

Maylene Warner, District Manager

Date

TRACY PUBLIC CEMETERY DISTRICT
WORKPLACE VIOLENCE PREVENTION
EMERGENCY RESPONSE SCENARIOS AND PROCEDURES

WORKPLACE VIOLENCE ACTS OR THREATS (Definition):

Workplace violence is any act or threat that occurs at the workplace. These incidents can include acts or threats of physical violence, intimidation, or harassment. Verbal abuse, physical assault, and homicide are all examples of workplace violence. The Tracy Public Cemetery District has a zero tolerance toward all forms of violence.

FOUR TYPES OF WORKPLACE VIOLENCE:

- **Type 1 Violence** – Workplace violence committed by a person who has no legitimate business at the worksite, and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.
- **Type 2 violence** – Workplace violence directed at employees by customers, clients, or visitors.
- **Type 3 violence** – Workplace violence against an employee by a present or former employee, supervisor, or manager.
- **Type 4 violence** – Workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

EMPLOYEE WARNING SIGNS:

Often, warning signs are observed in employees, customers, and others who may behave violently on a work site. These behaviors may include, but not limited to:

- Intimidation.
- Rude behavior toward fellow employees.
- Frequent arguments with co-workers or clients.
- General acts of aggressive behavior like hitting or kicking of objects, breaking things, or screaming.
- Acts of revenge like stealing or property damage.
- Verbal wishes to harm other workers.

While there is no perfect way to predict violence will occur, any combination of these behaviors may be a signal. Employees are encouraged to report these actions to the district manager to prevent further escalation of any type of violent situation.

WARNING SIGNS FROM CUSTOMERS:

- The person is not satisfied with any solutions offered.
- Unreasonably agitated.
- Physical posturing (clenched fist).

If the verbal confrontation starts to escalate, remain calm, courteous, and stay neutral. Let them know that you are contacting a manager to further assist them. Trust your intuition to determine if help is needed.

WHEN HELP IS NEEDED:

- Continue to try and help the person by listening and providing positive feedback until law enforcement has arrived.
- If at any time you believe that you are potentially in physical danger, yell for Help!
- If you are being assaulted:
 - Yell for Help.
 - Look for a way to escape.
 - Act with aggression.

PERSONAL SAFETY:

- When leaving the building:
 - Be aware of your surroundings and look around the area outside before exiting the building. Do not use, or look at, your phone.
 - Attackers expect passive victims, so walk with a steady pace, appear purposeful, and project confidence.
- While in your vehicle:
 - Have your keys in your hand as you approach your vehicle so that you do not have to search for them.
 - Before entering your vehicle, quickly check the back seat and around the vehicle for anything unusual.
 - Always lock your car doors as soon as you enter the vehicle.

ACTIVE SHOOTER:

The three most common response options for an active shooter event are: evacuate, hide out, or take action. During an active shooter event, employees need to be able to determine their best course of action for the situation they are facing.

CHARACTERISITICS OF AN ACTIVE SHOOTER SITUATION:

An active shooter is an individual actively engaged in killing or attempting to kill people in a confirmed and populated area, typically through the use of firearms. Victims are typically selected at random. The event is unpredictable and evolves quickly. Law enforcement is usually required to end an active shooter situation.

HOW TO RESPOND:

1. EVACUATE

- Have an escape route in mind.
- Leave immediately.
- Keep hands visible.

2. HIDE OUT

- Hide in an area out of the shooter's view.
- Block the entry to your hiding place, and lock doors if possible.
- Silence your cell phone.

3. TAKE ACTION

- Last resort when your life is in imminent danger.
- Attempt to incapacitate the shooter.
- Act with physical aggression and throw items at the shooter.
- Have an escape route in mind.

CALL 911 WHEN IT IS SAFE TO DO SO

When law enforcement arrives, remain calm and follow all instructions.

- Put down any items in your hands (i.e., bags, jackets, tools, phones).
- Raise hands and spread fingers.
- Always keep your hands visible.
- Avoid quick movements toward officers.
- Avoid pointing, screaming or yelling.
- Do not stop to ask officers for help or direction when evacuating.

Information to provide law enforcement when asked:

- Location of the active shooter.
- Number of shooters.
- Physical description of shooter(s).
- Type of weapons if known.

BOMB THREAT:

Most bomb threats are false and primarily intended to elicit a response from building occupants. However, no bomb threat should be assumed fake. If a potentially harmful device is found, call 911 for assistance.

PHONE THREAT

- Remain calm.
- Immediately use the Bomb Threat Checklist for guidance, and to document the call.
- After the call has ended, notify the district manager.
- If the threat was left on your voicemail, do not erase, and immediately notify the district manager.

WRITTEN THREAT

- Handle the document as little as possible, and immediately notify the district manager.
- If the threat should come via e-mail, save the information.

POSSIBLE EVACUATION

- The district manager will call law enforcement and follow their instructions.
- The decision to evacuate is handled on a case-by-case basis on instructions given by law enforcement.

BOMB THREAT CHECKLIST:

REMAIN CALM!

Date: _____

Time call received: _____ Time call ended: _____

Document any information from the phone display window:

Engage caller as long as possible, and document their words:

Attempt to obtain information about the device: _____.

When will the device detonate or activate? _____.

Where is the device located? _____.

What kind of device is it? _____.

What does the device look like? _____.

Voice Description of caller (circle those that apply):

Male Female

Young Adult Senior

Calm Nervous

Accent: Yes No If yes, describe: _____

Did you recognize the voice? Yes No If yes, who? _____

Did caller have knowledge of building/location? _____

Unusual phrases used: _____

Any background noise or distinctive sounds? _____

Name of person that received call: _____

CIVIL UNREST

Civil unrest events are often associated with riots, looting, or protests. In these instances, sheltering-in-place is an action taken to protect the building occupants from external hazards, minimizing the chance of injury and/or providing the time necessary to allow for a safe evacuation.

SHELTER-IN-PLACE:

If there is a need to shelter-in-place, the district manager, or per-in-charge will advise employees and guests of the emergency. Please note employees and guests cannot be forced to shelter-in-place.

- The person-in-charge will collect the names of everyone in the shelter area.
- If possible, the business voicemail recording will be updated to indicate the building is closed due to the emergency.
- If the civil unrest includes hazardous chemicals, the HVAC systems may be shut off.
- If in danger of broken glass, window shades will be closed.
- Emergency supplies will be moved to the shelter area.
- TPCD will listen/read available mediums (radio, internet) for further instructions until we are told all is safe or to evacuate.

MEDICAL EMERGENCY

CPR

NON-Trained Responder:

- Call 911 and designate a person to direct EMS personnel as they arrive.
- Do not move person unless absolutely necessary.

Trained and Certified CPR Responder Only>

- Designate someone to call 911 and direct EMS when they arrive.
- Check the person for responsiveness.
- Conduct a primary assessment (breathing) while checking responsiveness.
- Initiate CPR if necessary.

FIRST AID ONLY

NON-Trained First Aid Responder:

- Call 911 and designate a person to direct EMS as they arrive.
- Do not move person unless absolutely necessary.
- Use universal precautions, such as disposable gloves, face mask if comforting person while waiting.

Trained First Aid Responder Only:

- Designate someone to call 911 (if necessary) and direct EMS as they arrive.
- Do not move the person unless absolutely necessary.
- Use universal precautions, such as disposable gloves, face mask.
- Follow any directions provided by the 911 operator.
- Provide person information to the EMS personnel.

SUSPICIOUS PACKAGE

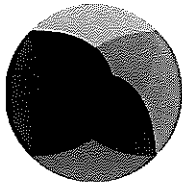
Explosives or other life-threatening items can be enclosed in either a parcel or an envelope, and its outward appearance is limited only by the imagination of the sender. However, suspicious packages have exhibited some unique characteristics that might assist you. To apply these factors, it is important to know the type of mail normally received.

CHARACTERISTICS TO LOOK FOR IN A SUSPICIOUS PACKAGE OR LETTER

- Restricted endorsements such as "personal" or "private". This is important when the addressee does not normally receive personal mail at the office.
- The addressee's name and/title might be inaccurate.
- Distorted handwriting, or the name and address might be prepared with homemade labels or cut-and-paste lettering.
- Protruding wires, aluminum foil or oil stains visible.
- Emit a peculiar odor.
- Envelope might feel rigid or appear uneven or lopsided.
- Unprofessionally wrapped with several combinations of tape. Might be endorsed "Fragile-Handle With Care" or "Rush-Do Not Delay".
- Making a buzzing or ticking noise or sloshing sound.

IF YOU SUSPECT A SUSPICIOUS PACKAGE OR LETTER

- Do not take a change. Immediately call 911.
- Do not move, alter, open, examine, or disturb the article.
- Do not put in water or a confined space such as a desk drawer or filing cabinet.
- Isolate the suspicious package or article and clear the immediate area until law enforcement arrives



BBK
BEST BEST & KRIEGER LLP
ATTORNEYS AT LAW

Brian Hughes
Of Counsel
(916) 551-2827
brian.hughes@bbklaw.com

November 18, 2024

VIA E-MAIL [TPCD@ATT.NET]

Maylene Warner
District Manager
Tracy Public Cemetery District
501 East Schulte Road
Tracy, CA 95376

Re: Fee Agreement and Engagement Letter

Dear Ms. Warner:

ABOUT OUR REPRESENTATION

Best Best & Krieger LLP is pleased to represent Tracy Public Cemetery District. Specifically, we will represent the District as its General Counsel and perform any and all legal services as needed or requested. This letter constitutes our agreement setting the terms of our representation. If you want us to represent you and agree to the terms set forth in this letter, after you review the letter please sign it and return the signed copy to us.

CONFIDENTIALITY AND ABSENCE OF CONFLICTS

An attorney-client relationship requires mutual trust between the client and the attorney. It is understood that communications exclusively between counsel and the client are confidential and protected by the attorney-client privilege.

To also assure mutuality of trust, we have maintained a conflict of interest index. The California Rules of Professional Conduct defines whether a past or present relationship with any party prevents us from representing Tracy Public Cemetery District. Similarly, Tracy Public Cemetery District will be included in our list of clients to ensure we comply with the Rules of Professional Conduct with respect to Tracy Public Cemetery District.

We have checked the following names against our client index: Tracy Public Cemetery District and Maylene Warner. Based on that check, we can represent Tracy Public Cemetery District. Please review the list to see if any other persons or entities should be included. If you do not tell us to the contrary, we will assume that this list is complete and accurate. We request that you update this list for us if there are any changes in the future.

Best Best & Krieger LLP | 500 Capitol Mall, Suite 2500, Sacramento, California 95814
Phone: (916) 325-4000 | Fax: (916) 325-4010 | bbklaw.com

09897.00000\42936543.1

YOUR OBLIGATIONS ABOUT FEES AND INDIVIDUAL RATES

We have already discussed with you the fee arrangement. Rates for General Counsel matters will be billed at the blended rate of \$290.00 per hour for myself and other Attorneys as needed. Rates for Paralegals, Clerks and Analysts, as needed, will be billed at \$190.00 per hour.

Should the need arise for more specialized expertise covering areas of law including, but not limited to, labor and personnel, or employee benefit matters, those attorneys will bill at then-current individual public rates which are based on experience and areas of expertise. Hourly rates for those attorneys fall within the following ranges: Partners and Of Counsel range from \$305 - \$670 per hour; Associates range from \$260 - \$330 per hour.

Our rates are adjusted annually every July 1st, with advanced written notice. Beginning July 1, 2025, and every July 1 thereafter, the General Counsel blended rates shall be increased for the change in the cost of living for the most recently published twelve (12) month period, as shown by the U.S. Department of Labor in its All Urban Consumers Index set forth in nearest region, the San Francisco-Oakland-Hayward, CA, area provided, however, that such adjustment shall never be lower than zero percent (0%). If utilized, our individual public Special Counsel rates are also subject to annual adjustment as well, every July 1st, adjusting for inflation and market trends.

The billing policies are described in the memorandum attached to this letter, entitled "Best Best & Krieger LLP's Billing Policies." You should consider the Billing Policies memorandum part of this agreement as it binds both of us. For that reason, you should read it carefully.

INSURANCE

We are also pleased to let you know that Best Best & Krieger LLP carries errors and omissions insurance with Lloyd's of London. After a standard deductible, this insurance provides coverage beyond what is required by the State of California.

NEW MATTERS

When we are engaged by a new client on a particular matter, we are often later asked to work on additional matters. You should know that such new matters will be the subject of a new signed supplement to this agreement. Similarly, this agreement does not cover and is not a commitment by either of us that we will undertake any appeals or collection procedures. Any such future work would also have to be agreed upon in a signed supplement.

CIVILITY IN LITIGATION

In litigation, courtesy is customarily honored with opposing counsel, such as extensions to file pleadings or responses to other deadlines. In our experience, the reciprocal extension of such courtesies saves our clients' time and money. By signing this letter you will be confirming your approval of this practice in your case.

HOW THIS AGREEMENT MAY BE TERMINATED

You, of course, have the right to end our services at any time. If you do so, you will be responsible for the payment of fees and costs accrued but not yet paid, plus reasonable fees and costs in transferring the case to you or your new counsel. By the same token, we reserve the right to terminate our services to you upon written notice, order of the court, or in accordance with our attached Billing Policies memorandum. This could happen if you fail to pay our fees and costs as agreed, fail to cooperate with us in this matter, or if we determine we cannot continue to represent you for ethical or practical concerns.

CLIENT FILE

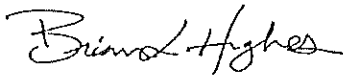
If you do not request the return of your file, we will retain your file for five years. After five years, we may have your file destroyed. If you would like your file maintained for more than five years or returned, you must make separate arrangements with us.

THANK YOU

On a personal note, we are pleased that you have selected Best Best & Krieger LLP to represent you. We look forward to a long and valued relationship with you and appreciate your confidence in selecting us to represent you in this case. If you have any questions at any time about our services or billings, please do not hesitate to call me.

If this letter meets with your approval, please sign and date it, and return the original to us. Unless you sign, date and return by December 31, 2024, we will not represent you in any capacity, and we will assume that you have made other arrangements for legal representation.

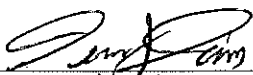
Sincerely,



Brian Hughes
for BEST BEST & KRIEGER LLP

BH:ab

AGREED AND ACCEPTED:

By:  - DERRICK DAVIS (CHAIR)

Dated: 12/11/2024

BEST BEST & KRIEGER LLP'S BILLING POLICIES

Our century of experience has shown that the attorney-client relationship works best when there is mutual understanding about fees, expenses, billing and payment terms. Therefore, this statement is intended to explain our billing policies and procedures. Clients are encouraged to discuss with us any questions they have about these policies and procedures. Clients may direct specific questions about a bill to the attorney with whom the client works or to our Accounts Receivable Department (accounts.receivable@bbklaw.com). Any specific billing arrangements different from those set forth below will be confirmed in a separate written agreement between the client and the firm.

INVOICE AND PAYMENT OPTIONS

Best Best & Krieger strives to meet our clients' needs in terms of providing a wide variety of invoice types, delivery and payment options. Please indicate those needs including the preferred method of invoice delivery (Invoice via Email; or USPS). In addition, accounts.receivable@bbklaw.com can provide a W-9 upon request and discuss various accepted payment methods.

FEES FOR PROFESSIONAL SERVICES

Unless a flat fee is set forth in our engagement letter with a client, our fees for the legal work we will undertake will be based in substantial part on time spent by personnel in our office on that client's behalf. In special circumstances which will be discussed with the client and agreed upon in writing, fees will be based upon the novelty or difficulty of the matter, or the time or other special limitations imposed by the client.

Hourly rates are set to reflect the skill and experience of the attorney or other legal personnel rendering services on the client's behalf. All legal services are billed in one-tenth of an hour (0.10/hour) or six-minute increments. Our attorneys are currently billed at rates from \$215 to \$985 per hour, and our administrative assistants, research assistants, municipal analysts, litigation analysts, paralegals, paraprofessionals and law clerks are billed at rates from \$185 to \$325 per hour for new work. These rates reflect the ranges in both our public and our private rates. These hourly rates are reviewed annually to accommodate rising firm costs and to reflect changes in attorney status as lawyers attain new levels of legal experience. Any increases resulting from such reviews will be instituted automatically and will apply to each affected client, after advance notice.

Non-Attorney Personnel: BBK may employ the services of non-attorney personnel under the supervision of 09897.0000042936543.1

a BBK attorney in order to perform services called for in the legal services agreement. The most common non-attorney personnel utilized are paralegals. Other types of non-attorney personnel include, but are not limited to, case clerks, litigation analysts, and specialty consultants. The client agrees that BBK may use such non-attorney personnel to perform its services when it is reasonably necessary in the judgment of the responsible BBK attorney. Hourly fees for non-attorney personnel will be charged at the rate then in effect for such personnel. A copy of BBK's current rates and titles for non-attorney personnel will be provided upon request.

FEES FOR ELECTRONICALLY STORED INFORMATION ("ESI") SUPPORT AND STORAGE

BBK provides Electronically Stored Information ("ESI") services for matters requiring ESI support, which are matters with a document population over 1GB – typically litigation or threatened litigation matters. BBK provides services for basic ESI processing and storage at the following rates per month based on the number of gigabytes of data ("GB") processed and stored:

1GB -250GB:	\$10 per GB
251GB - 550GB:	\$8 per GB
551GB - 750GB:	\$6 per GB
751GB - 1TB:	\$4 per GB

The amount BBK charges for basic processing and storage of ESI allows BBK to recover the costs of providing such services, plus a net profit for BBK. BBK believes that the rates it charges for processing and storage are lower than comparable services available from third party vendors in the market. If you wish to contract separately with a third party vendor for processing and storage costs, please notify PracticeSupportServices@bbklaw.com in writing. BBK also provides advanced ESI processing services at hourly rates for personnel in its Litigation Support Group. A copy of BBK's current rates for such services will be provided on request.

FEES FOR OTHER SERVICES, COSTS AND EXPENSES

We attempt to serve all our clients with the most effective support systems available. Therefore, in addition to fees for professional legal services, we also charge separately for some other services and expenses to the extent of their use by individual clients. These charges include but are not limited to, mileage at the current IRS approved rate per mile, extraordinary telephone and document delivery charges, copying charges, computerized research, court

filing fees and other court-related expenditures including court reporter and transcription fees. No separate charge is made for secretarial or word processing services; those costs are included within the above hourly rates.

We may need to advance costs and incur expenses on your behalf on an ongoing basis. These items are separate and apart from attorneys' fees and, as they are out-of-pocket charges, we need to have sufficient funds on hand from you to pay them when due. We will advise the client from time to time when we expect items of significant cost to be incurred, and it is required that the client send us advances to cover those costs before they are due.

ADVANCE DEPOSIT TOWARD FEES AND COSTS

Because new client matters involve both a substantial undertaking by our firm and the establishment of client credit with our accounting office, we require an advance payment from clients. The amount of this advance deposit is determined on a case-by-case basis discussed first with the client, and is specified in our engagement letter.

Upon receipt, the advance deposit will be deposited into the firm's client trust account. Our monthly billings will reflect such applications of the advance deposit to costs and not to attorney's fees (unless otherwise noted in our accompanying engagement letter). At the end of engagement, we will apply any remaining balance first to costs and then to fees. We also reserve the right to require increases or renewals of these advanced deposits.

By signing the initial engagement letter, each client is agreeing that trust account balances may be withdrawn and applied to costs as they are incurred and to our billings, when we issue our invoice to the client. If we succeed in resolving your matter before the amounts deposited are used, any balance will be promptly refunded.

MONTHLY INVOICES AND PAYMENT

Best Best & Krieger LLP provides our clients with monthly invoices for legal services performed and expenses incurred. Invoices are due and payable upon receipt.

Each monthly invoice reflects both professional and other fees for services rendered through the end of the prior month, as well as expenses incurred on the client's behalf that have been processed by the end of the prior month. Processing of some expenses is delayed until the next month and billed thereafter.

Our fees are not contingent upon any aspect of the matter and are due upon receipt. All billings are due and payable within ten days of presentation unless the full

amount is covered by the balance of an advance held in our trust account.

It is our policy to treat every question about a bill promptly and fairly. It is also our policy that if a client does not pay an invoice within 60 days of mailing, we assume the client is, for whatever reason, refusing to pay. We reserve the right to terminate our engagement and withdraw as attorney of record whenever our invoices are not paid. If an invoice is 60 days late, however, we may advise the client by letter that the client must pay the invoice within 14 days or the firm will take appropriate steps to withdraw as attorney of record. If the delay is caused by a problem in the invoice, we must rely upon the client to raise that with us during the 14-day period. This same policy applies to fee arrangements which require the client to replenish fee deposits or make deposits for anticipated costs.

From time to time clients have questions about the format of the bill or description of work performed. If you have any such questions, please ask them when you receive the bill so we may address them on a current basis.

CHANGES IN FEE ARRANGEMENTS AND BUDGETS

It may be necessary under certain circumstances for a client to increase the size of required advances for fees after the commencement of our engagement and depending upon the scope of the work. For example, prior to a protracted trial or hearing, the firm may require a further advance payment to the firm's trust account sufficient to cover expected fees. Any such changes in fee arrangements will be discussed with the client and mutually agreed in writing.

Because of the uncertainties involved, any estimates of anticipated fees that we provide at the request of a client for budgeting purposes, or otherwise, can only be an approximation of potential fees.

BEST BEST & KRIEGER LLP