

**Tulare Public Cemetery District**  
**900 EAST KERN AVENUE\*\*TULARE, CALIFORNIA 93274\*\*PHONE (559) 686-5544**

**BOARD AGENDA**

**Regular Board Meeting**  
**March 25, 2021**  
**11:00 A.M.**

**NOTE: MEETING ADDRESS CHANGE: 469 N. CHERRY ST (South Side of Tulare First Baptist Church Campus) location link: <https://goo.gl/maps/V4wruPTvgSpqfVtN9>**

**DOORS WILL OPEN AT 11:00AM. DUE TO COVID-19 ALL ENTERING WILL BE REQUIRED TO KEEP A 6FT DISTANCE FROM OTHERS ATTENDING. FACE MASK ARE RECOMMENDED.**

**PRELIMINARIES:**

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Pledge of Allegiance
- 1.4 Moment of Silence in Memory of Those Who Have Passed
- 1.5 Recognition of Visitors
- 1.6 Public Comment (three (3) minutes per person)
- 1.7 Trustee's Comments (three (3) minutes per person)

**NOTICE TO THE PUBLIC  
PUBLIC COMMENT PERIOD**

AT THIS TIME, MEMBERS OF THE PUBLIC MAY COMMENT ON ANY ITEM THAT IS NOT ON THE AGENDA THAT IS WITHIN THE JURISDICTION OF THE BOARD. Under state law, matters presented under this item cannot be discussed or acted upon by the board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for board consideration. Any person addressing the board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak

**OPEN SESSION – AGENDA ITEMS: (All items are subject to discussion and possible action by the Board of Trustees.)**

- 2.1 Cemeterians Report
- 2.2 Approval of February 25, 2021 Regular Minutes & March 9, 2021 Special Board Meeting
- 2.3 February 2021 Financials
- 2.4 Audit Committee Report
- 2.5 Approval to Amend Resolution 2020/21-1
- 2.6 Approval to Amend 2020-2021 Budget
- 2.7 Ad Hoc Committee Forensic Audit Report
- 2.8 Creation of Standing Committee Verification Protocol Committee
- 2.9 Update of Flower Policy
- 2.10 Update of Rules & Regs. both Cemeteries
- 2.11 Complaint Form & Complaints
- 2.12 Mower Bid
- 2.13 Server Bid
- 2.14 Hiring of Foreman

**CLOSED SESSION – ITEMS:**

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

- 3.1 Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))  
Interment and Burial of Justinana Sagisi Jacinto
- 3.2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))  
Interment and Burial of Silvano Martinez
- 3.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))  
Claims by Jesse Martin
- 3.4 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))  
Claims by Brian Vierra
- 3.5 PUBLIC EMPLOYEE EVALUATION  
(Government Code Section 54957)  
FOR THE POSITION OF: MANAGER
- 3.6 PUBLIC EMPLOYEE EVALUATION  
(Government Code Section 54957)  
FOR THE POSITION OF: LEAD FOREMAN
- 3.7 CONFERENCE WITH LABOR NEGOTIATORS  
(Government Code Section 54957.6)  
Agency Designated Representatives: Xavier Avila and Steve Presant  
Unrepresented Employees: Manager

OPEN SESSION – REPORT OUT OF CLOSED SESSION:

ADJOURNMENT:

OPEN SESSION AGENDA ITEMS  
NOTICE TO THE PUBLIC

ALL WRITINGS, MATERIALS AND INFORMATION PROVIDED TO THE BOARD FOR THEIR CONSIDERATION RELATING TO ANY OPEN SESSION AGENDA ITEMS OF THE MEETING ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS MONDAY THROUGH FRIDAY 8:00 AM – 5:00 PM AT THE ADMINISTRATION OFFICE OF THE DISTRICT LOCATED AT 900 E. KERN AVE., TULARE, CA 93274

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU SHOULD NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE BOARD OFFICE AT (559) 686-5544 FORTY-EIGHT (48) HOURS PRIOR TO THIS MEETING.

### Rules of Decorum

- Meetings of the Tulare Cemetery District shall be conducted in an orderly manner to ensure that the public has a full opportunity to be heard and that the deliberative process of the Trustees is retained at all times.
- No person in the audience at a District meeting shall engage in disorderly, boisterous conduct or other acts which disturb, disrupt or otherwise impede the orderly conduct of any District meeting.

- The Chair shall request that a person who is breaching the rules of decorum be orderly and silent. If, after receiving a warning from the Chair, a person persists in disturbing the meeting, the Chair shall order him or her, to leave the District meeting.
- If such person does not remove himself or herself, the Penal Code provides that every person who, without authority of law, willfully disturbs or breaks up any meeting, not unlawful in its character, is guilty of a misdemeanor.

#### **Addressing the Cemetery Board**

- No person shall address the Trustees without first being recognized by the Chair.
- Each person shall confine his or her remarks to the agenda item.
- Each person shall limit his or her remarks for business items or oral communications to three minutes, with a total of 15 minutes allotted for the Public Comment Period unless further time is granted by the Chair.
- All remarks shall be addressed to the Trustees as a whole and not to any single member thereof, unless in response to a question from such member.
- No question may be asked of the Trustees without permission of the Chair.

#### **Trustee Conduct**

- The Tulare Public Cemetery Trustees agree to disagree.
- The Tulare Public Cemetery Trustees when desiring to speak shall address the Chair and confine their remarks to the questions under debate.
- The Tulare Public Cemetery Trustees will use respectful language, will not shout nor use aggressive behavior when communicating ideas, beliefs or comments.
- The Tulare Public Cemetery Trustees will not allow personal attacks on staff, each other, or the public.
- The Tulare Public Cemetery Trustees will not condone issues brought before the board that warrant public review without allowing the staff to review the situation and/or permission to add to the board agenda. Issues that warrant review, discussion and/or consideration of the legislative body shall be presented at an open and public meeting in a courteous and professional manner.
- The Tulare Public Cemetery Trustees will not condone grandstanding.
- The Tulare Public Cemetery Trustees will not belabor issues that have either been resolved or tabled to ensure continued productive discussions and decisions.
- The Tulare Public Cemetery Trustees will be proactive in addressing disagreements with fellow members or staff by directly addressing concerns with that member through meaningful and respectful dialogue.

Tulare Public Cemetery District  
Regular Board Meeting Minutes  
February 25, 2021

CALL TO ORDER:

The Tulare Public Cemetery board meeting was called to order at 1:06 p.m., at 469 N. Cherry Street, Tulare, California by Chairperson Xavier Avila. Trustees present were Chairperson Xavier Avila, Vice Chairperson James Pennington, Secretary Stephen Presant, Trustee Alberto Aguilar and Trustee Carlos Ramos.

RECOGNITION OF VISITORS:

Richard Mendevil, Peers-Lorentzen Funeral Service and Steve Harrell, City Councilman.

PUBLIC COMMENTS:

Richard Mendevil, Linda Maloy, and Mr. Mendonca all spoke

TRUSTEE COMMENTS:

Secretary Presant, Trustee Aguilar Trustee Ramos and Chairperson Avila all spoke in Trustee Comments

CEMETERIANS REPORT:

Linda Maloy, Co-Founder of Tulare Cemeterians reported that they had a clean-up this month and were able to clean up a lot of headstones. They have had request to change their clean up time from 11:00 A.M. to 1:00 P.M. instead of 9:00am to 11:00 A.M. students would like to get involved. She also informed the board that they have purchased flyers to inform the public of their organization.

LAFCO CALL TO VOTE FOR THE APOINTMENT OF AN INDEPENDENT SPECIAL DISTRICT REPRESENTATIVE TO THE COUTNYWIDE RDA OVERSIGHT BOARD:

Trustee Ramos made a motion to vote for Stephen Presant, second by Vice Chairperson Pennington (4-1) Trustee Aguilar opposed.

APPROVAL OF JANUARY 28, 2021 MINUTES:

Trustee Ramos made a motion to approve the January minutes with corrections, second by Trustee Aguilar (5-0)

APPROVAL OF JANURARY 2021 FINANCIALS:

Secretary Presant made a motion to approve the January Financials, second by Vice Chairperson Pennington (4-1) Trustee Aguilar opposed.

AUDIT COMMITTEE REPORT:

Secretary Presant reported to the board that the audit committee has not been meeting lately, but will be having a meeting in March regarding amending this year's budget and will also be meeting in April for next fiscal year's budget. He also reported that the annual audit has been finished and they will be going over the audit.

CHURCH TRUCK POLICY & DIRECT BURIAL POLICY:

This item was tabled.



BARNES MEMEORIALS EXCLUSIVITY:

Vice Chairperson Pennington made a motion to approve setting exclusivity to Barnes Memorials at both cemeteries on headstones and for Barnes Memorials to establish yearly cost to the board, second by Secretary Presant (4-1) Trustee Aguilar opposed.

APPROVAL OF TULARE COUNTY AUDITOR-CONTROLLER SERVICES AGREEMENT:

This item was tabled for the next board meeting.

COMPETITIVE BIDS FOR KERN CEMETERY PLOTS REPORT:

Secretary Presant reported that he and Manager Castaneda had a conference call with the representatives of GovDeals and they will be getting in contact with the manager to start putting the plots on their website.

AD HOC COMMITTEE FOR FORENSIC AUDIT:

Chairperson Avila assigned Trustee Aguilar to the Ad Hoc Committee for Forensic Audit.

AD HOC COMMITTEES & REPORTS:

Trustee Ramos reported to the board that he and Secretary Presant went out to North cemetery to inspect on the future expansion of the cemetery.

AD HOC COMMITTEE SELLING POLICY:

Chairperson Avila Assigned Trustee Aguilar to the Ad Hoc Committee Selling Policy.

UPDATE OF FLOWER POLICY:

Nothing was changed.

SEXUAL HARRASSEMENT POLICY:

Chairperson Avila directed Manager Castaneda to have County Council HR take a look at the district's current Sexual Harassment Prevention Policy and have it posted in the cemetery's facilities.

SICK TIME FOR NEW EMPLOYEES:

Vice Chairperson Pennington moved for approval of new employees who test positive for COVID-19 to take up to 14 days of sick time, second by Trustee Ramos (4-1) Trustee Aguilar opposed.

MANAGERS REPORT:

Manager Castaneda reported the hiring of two grounds keepers one is Lupe Lopez and the other is Elias Rodriguez they both started in mid-February. They will be training at Kern cemetery then they will be sent out to North cemetery for training.

On February 17, 2021 someone hit our fence on "R" Street next to the entrance of Sections E and IOOF 1. We called Spence Fence they will be repairing it on Tuesday, February 23, 2021.

Interments were still high in February.

A representative for CALPERS had a conflict and was not able to attend this board meeting so she asked me if I can put her item on the agenda for next month. CALPERS is offering an investment package to TPCD. This offer is only extended to districts that are in good standing.

The grounds keepers have started picking up flowers at both cemeteries and as usual we have received many complaints over this. Both cemeteries should be done by the end of this month.

I had LCD Painting Company come in to paint the inside of the office and The Carpet Shoppe will start on Thursday, February 25, 2021 to install the new flooring.

**OPERATIONAL ISSUES:**

Manager Castaneda recommended to the board to consider replacing two (2) mowers this fiscal year if not at least for next fiscal year and the replacement should be done in April.

Foreman Faria has been looking into purchasing a new truck for the cemetery to replace the current truck. Unfortunately, the government website has trucks that are located too far away for us to even go out and take a look at them. We can start looking locally if this is something the board wants us to do.

**ADJOURNMENT:**

With nothing further Chairperson Avila adjourned the meeting at 4:12 p.m.

Respectfully Submitted,

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Board Secretary

Tulare Public Cemetery District  
Special Board Meeting Minutes  
March 9, 2021

CALL TO ORDER:

The Tulare Public Cemetery board meeting was called to order at 4:00 p.m., at 900 E. Kern Avenue, Tulare, California by Chairperson Xavier Avila. Trustees present were, Chairperson Xavier Avila, Vice Chairperson James Pennington, Secretary Stephen Presant, Trustee Carlos Ramos and Trustee Alberto Aguilar

RECOGNITION OF VISITORS:

None

PUBLIC COMMENTS:

Alex Gutiérrez and Brian Viera spoke.

Trustee Ramos moved to approve the clerical error on the agenda, second by Vice Chairperson Pennington (4-1) Trustee Aguilar opposed.

At 4:10 p.m. the board went into Closed Session.

At 5:42 p.m. the board came back from Closed Session to Open Session.

REPORT FROM CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))

Number of Potential Cases: 2

Nothing to report.

ADJOURNMENT:

Chairperson Avila adjourned the meeting at 5:42 p.m.

Respectfully Submitted,

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Board Secretary

10:07 AM  
03/17/21  
Accrual Basis

**Tulare Public Cemetery District**  
**Balance Sheet**  
As of February 28, 2021

	Feb 28, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
00 · Clearing Acct.	20,007.90
10100 · Petty Cash	316.00
10150 · Bank of The Sierra - CHK ACCT	108,305.00
10500 · Cash in Treasury (772)	317,957.66
10600 · Endowment - Reserved (773)	
1620 · Edowment Care 1620	316,017.92
10600 · Endowment - Reserved (773) - Other	1,240,014.24
<b>Total 10600 · Endowment - Reserved (773)</b>	<b>1,556,032.16</b>
10700 · Cash in Expansion Account (807)	90,694.70
10900 · Endowment - Unreserved (817)	351,942.90
<b>Total Checking/Savings</b>	<b>2,445,256.32</b>
<b>Other Current Assets</b>	
10 · Customer Balance Due	263.17
12001 · Undeposited Funds	-2,909.60
<b>Total Other Current Assets</b>	<b>-2,646.43</b>
<b>Total Current Assets</b>	<b>2,442,609.89</b>
<b>TOTAL ASSETS</b>	<b>2,442,609.89</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	65,764.37
<b>Total Accounts Payable</b>	<b>65,764.37</b>
<b>Other Current Liabilities</b>	
24000 · Payroll Liabilities	-182.59
24010 · Pension Payable	5,093.89
24020 · Health Insurance Payable	582.94
25500 · Sales Tax Payable	3,250.45
<b>Total Other Current Liabilities</b>	<b>8,744.69</b>
<b>Total Current Liabilities</b>	<b>74,509.06</b>
<b>Total Liabilities</b>	<b>74,509.06</b>
<b>Equity</b>	
30000 · Opening Balance Equity	2,282,733.86
31100 · Retain Earnings	-17,814.90
Net Income	103,181.87
<b>Total Equity</b>	<b>2,368,100.83</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,442,609.89</b>

**Tulare Public Cemetery District**  
**Profit & Loss Budget Performance**

February 2021

7:39 AM  
03/24/21  
Accrual Basis

	Feb 21	Budget	Jul '20 - Feb 21	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
Income					
3999 · Total Beginning Cash Available	0.00	23,449.50	0.00	187,596.00	281,394.00
4000 · County Taxes	0.00	15,784.83	113,192.12	126,278.64	189,418.00
4801 · Interest Income - 772	0.00	250.00	2,665.25	2,000.00	3,000.00
5400 · Charges for Current Services	105,093.00	61,028.75	697,242.00	488,230.00	732,345.00
5805 · Misc. Revenue	2,122.30	166.67	17,790.36	1,333.36	2,000.00
5834 · Restitution	0.00	100.00	600.00	800.00	1,200.00
5835 · Other Revenue	70.45	666.67	3,912.45	5,333.36	8,000.00
<b>Total Income</b>	<b>107,285.75</b>	<b>101,446.42</b>	<b>835,402.18</b>	<b>811,571.36</b>	<b>1,217,357.00</b>
<b>Expense</b>					
101 · Returned Checks	0.00		0.00		
6000 · Payroll and Employee Benefits					
6001 · Regular Payroll	30,672.81	27,500.00	246,295.92	220,000.00	330,000.00
6002 · Overtime	303.81	250.00	9,565.76	2,000.00	3,000.00
6004 · Benefits	7,061.81	6,250.00	41,682.31	50,000.00	75,000.00
6005 · Extra Help	0.00	2,242.67	13,865.52	17,941.36	26,912.00
6008 · Directors Fees	500.00	333.33	2,625.00	2,666.64	4,000.00
6011 · Retirement-SD Portion	24.89	3,125.00	27,383.43	25,000.00	37,500.00
6012 · Social Security and Medicare	2,369.71	2,653.75	19,978.53	21,230.00	31,845.00
6015 · Workers Compensation Ins	916.00	2,083.33	6,412.00	16,666.64	25,000.00
6016 · Unemployment Ins.	255.59	166.67	1,835.67	1,333.36	2,000.00
6000 · Payroll and Employee Benefits - Other	0.00	0.00	7,006.82	0.00	0.00
<b>Total 6000 · Payroll and Employee Benefits</b>	<b>42,104.62</b>	<b>44,604.75</b>	<b>376,650.96</b>	<b>356,838.00</b>	<b>535,257.00</b>
7003 · Penalties	0.00	41.67	569.19	333.36	500.00
7004 · Clothing and Personal Supplies	0.00	583.33	3,318.65	4,666.64	7,000.00
7005 · Telecommunications	430.64	500.00	3,563.06	4,000.00	6,000.00
7006 · Vaults and Crypts	13,950.00	6,250.00	70,872.34	50,000.00	75,000.00
7009 · Household Supplies	282.54	125.00	1,707.71	1,000.00	1,500.00
7010 · Insurance	0.00	1,666.67	8,070.00	13,333.36	20,000.00
7030 · Maintenance and Repairs	5,858.34	9,166.68	117,526.60	73,333.44	110,000.00
7036 · Office Supplies and Expense	1,255.66	2,083.34	13,902.22	16,666.72	25,000.00
7039 · Miscellaneous	150.00	58.33	2,128.73	466.64	700.00
7043 · Professional Fees	11,469.00	3,333.32	32,446.61	26,666.56	40,000.00
7045 · Security	0.00	208.33	19,142.53	1,666.64	2,500.00
7059 · Publications and Legal Notices	1,200.00	250.00	3,353.74	2,000.00	3,000.00
7073 · Training / Education	0.00	833.33	3,764.00	6,666.64	10,000.00
7081 · Utilities	2,322.41	3,333.32	40,676.23	26,666.56	40,000.00
7425 · Taxes	0.00	108.33	1,724.67	866.64	1,300.00
8001 · Graves Repurchase	0.00	416.67	9,200.00	3,333.36	5,000.00
8100 · Building and Improvements	4,130.00	20,833.33	10,792.38	166,666.64	250,000.00

# Tulare Public Cemetery District Profit & Loss Budget Performance

February 2021

	Feb 21	Budget	Jul '20 - Feb 21	YTD Budget	Annual Budget
8300 · Equipment	49,784.18	6,250.00	106,257.27	50,000.00	75,000.00
Total Expense	132,937.39	100,646.40	825,666.89	805,171.20	1,207,757.00
Net Ordinary Income	-25,651.64	800.02	9,735.29	6,400.16	9,600.00
Other Income/Expense					
Other Income					
9100 · Endowment					
9101 · Endowment Revenue	7,347.00	5,000.00	61,242.00	40,000.00	60,000.00
9102 · Interest Income - EC	0.00	2,500.00	14,551.65	20,000.00	30,000.00
9100 · Endowment - Other	0.00	0.00	0.00	0.00	0.00
Total 9100 · Endowment	7,347.00	7,500.00	75,793.65	60,000.00	90,000.00
9200 · Fund for Future Expansion - 807					
9201 · Rent and Concessions - 807	0.00	750.00	0.00	6,000.00	9,000.00
9203 · Interest Income - 807	0.00	116.67	723.40	933.36	1,400.00
9204 · Future Expansion Current Servic	1,304.00	1,250.00	14,351.00	10,000.00	15,000.00
9200 · Fund for Future Expansion - 807 - Other	0.00	0.00	0.00	0.00	0.00
Total 9200 · Fund for Future Expansion - 807	1,304.00	2,116.67	15,074.40	16,933.36	25,400.00
9300 · Unreserved Funds - 817					
9301 · Interest Income - 817	0.00	416.67	3,317.03	3,333.36	5,000.00
9300 · Unreserved Funds - 817 - Other	0.00	0.00	0.00	0.00	0.00
Total 9300 · Unreserved Funds - 817	0.00	416.67	3,317.03	3,333.36	5,000.00
Total Other Income	8,651.00	10,033.34	94,185.08	80,266.72	120,400.00
Other Expense					
7432 · Appropriation for Contingencies	0.00	10,833.33	0.00	86,666.64	130,000.00
9999 · COVID 19 Expenses	0.00		2,080.00		
Total Other Expense	0.00	10,833.33	2,080.00	86,666.64	130,000.00
Net Other Income	8,651.00	-799.99	92,105.08	-6,399.92	-9,600.00
Net Income	-17,000.64	0.03	101,840.37	0.24	0.00



9:38 AM

03/17/21

**Tulare Public Cemetery District  
Reconciliation Summary**

10150 - Bank of The Sierra - CHK ACCT, Period Ending 02/28/2021

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	Feb 28, 21
Beginning Balance	64,253.38
Cleared Transactions	
Checks and Payments - 68 items	-76,062.81
Deposits and Credits - 11 items	144,240.91
Total Cleared Transactions	68,178.10
Cleared Balance	132,431.48
Uncleared Transactions	
Checks and Payments - 15 items	-24,126.48
Total Uncleared Transactions	-24,126.48
Register Balance as of 02/28/2021	108,305.00
Ending Balance	108,305.00

4:53 PM

03/22/21

Accrual Basis

## Tulare Public Cemetery District

## Check List Without Payroll

February 2021

Date	Num	Name	Amount	Balance
<b>10150 · Bank of The Sierra - CHK ACCT</b>				
02/01/2021	AUTO...	CALPERS	-1,701.41	-1,701.41
02/02/2021	2505	Ashlie N Campos	-1,100.00	-2,801.41
02/02/2021	2506	Valley Expetec	-92.19	-2,893.60
02/02/2021	2508	Illinois MidWest Insu...	-916.00	-3,809.60
02/03/2021	2509	Streamline	-1,200.00	-5,009.60
02/03/2021	2510	Wizix	-173.93	-5,183.53
02/10/2021	2511	Alberto Aguilar	-100.00	-5,283.53
02/10/2021	2512	CALPERS	-24.89	-5,308.42
02/10/2021	2513	Ewing Irrigation & La...	-41.12	-5,349.54
02/10/2021	2514	Gary V. Burrows Inc.	-76.40	-5,425.94
02/10/2021	2515	Illinois MidWest Insu...	-916.00	-6,341.94
02/10/2021	2516	James E. Pennington	-100.00	-6,441.94
02/10/2021	2517	Linder Equip CO.	-637.87	-7,079.81
02/10/2021	2518	Morris Levin & Son	-214.90	-7,294.71
02/10/2021	2519	National Pen Compa...	-519.49	-7,814.20
02/10/2021	2520	Office Depot	-524.26	-8,338.46
02/10/2021	2521	Res Com	-90.00	-8,428.46
02/10/2021	2522	Sanchez Brothers	-425.00	-8,853.46
02/10/2021	2523	Soap Man	-88.77	-8,942.23
02/10/2021	2524	US Bank Equipment ...	-89.23	-9,031.46
02/10/2021	2525	Julie's Little Flower ...	-146.14	-9,177.60
02/12/2021	AUTO...	AT & T Phone's	-70.00	-9,247.60
02/16/2021	AUTO...	Southern California ...	-612.24	-9,859.84
02/17/2021	2528	Asco Pacific	-83.64	-9,943.48
02/17/2021	2529	Ewing Irrigation & La...	-190.01	-10,133.49
02/17/2021	2530	Gary V. Burrows Inc.	-365.86	-10,499.35
02/17/2021	2531	Visalia Times Delta	-811.51	-11,310.86
02/17/2021	2532	Waste Management/...	-576.75	-11,887.61
02/17/2021	2533	Baker Supplies and ...	-519.74	-12,407.35
02/17/2021	2534	Elite Electrical Servi...	-4,890.00	-17,297.35
02/17/2021	2535	Linder Equip CO.	-2,928.72	-20,226.07
02/17/2021	2536	M. Green and Comp...	-1,300.00	-21,526.07
02/17/2021	2537	Morris Levin & Son	-783.92	-22,309.99
02/17/2021	2538	Van Cleve Concrete ...	-4,410.00	-26,719.99
02/19/2021	AUTO...	City of Tulare	-1,325.38	-28,045.37
02/22/2021	2541	L D C Painting Co.	-4,130.00	-32,175.37
02/25/2021	AUTO...	AT & T Phone's	-174.36	-32,349.73
02/26/2021	2558	CA Turf Equipment ...	-49.99	-32,399.72
02/26/2021	2559	CARQUEST AUTO ...	-179.40	-32,579.12
02/26/2021	2560	Ewing Irrigation & La...	-41.91	-32,621.03
02/26/2021	2561	Lowe's	-1,371.45	-33,992.48
02/26/2021	2562	Polyguard & CO	-13,950.00	-47,942.48
02/26/2021	2563	Soap Man	-193.77	-48,136.25
02/26/2021	2564	SoCalGas	-171.54	-48,307.79
02/26/2021	2565	Tulare County Coun...	-1,100.00	-49,407.79
02/26/2021	2566	Wilbur - Ellis Compa...	-261.90	-49,669.69
Total 10150 · Bank of The Sierra - CHK ACCT			-49,669.69	-49,669.69
<b>TOTAL</b>			<b>-49,669.69</b>	<b>-49,669.69</b>

## Tulare Public Cemetery District

**Payroll Summary**

February 2021

	<u>Hours</u>	<u>Feb 21</u>
<b>Employee Wages, Taxes and Adjustments</b>		
<b>Gross Pay</b>		
Salary	144	4,680.00
Salary Sick	16	520.00
Bereavement Time	4	71.40
Holiday Pay	168	3,220.80
Hourly	1,045	19,721.38
Hourly Sick	32.25	632.60
Hourly Vacation	90.75	1,826.63
Overtime (x1.5) hourly	11.25	303.81
	<u>1,511.25</u>	<u>30,976.62</u>
<b>Total Gross Pay</b>		
		<u>-1,509.23</u>
<b>Deductions from Gross Pay</b>		
<b>Adjusted Gross Pay</b>	1,511.25	29,467.39
<b>Taxes Withheld</b>		-4,997.65
<b>Deductions from Net Pay</b>		<u>-1,020.94</u>
<b>Net Pay</b>	<u><u>1,511.25</u></u>	<u><u>23,448.80</u></u>
<b>Employer Taxes and Contributions</b>		
Medicare Company		449.16
Social Security Company		1,920.55
CA - Unemployment		255.59
CA - Employment Training Tax		23.57
<b>Total Employer Taxes and Contributions</b>		<u><u>2,648.87</u></u>

7:42 PM

03/16/21

**Tulare Public Cemetery District**

**Reconciliation Summary**

**10500 · Cash in Treasury (772), Period Ending 02/28/2021**

---

	<u>Feb 28, 21</u>
Beginning Balance	331,490.97
Cleared Transactions	
Checks and Payments - 10 items	-144,240.91
Deposits and Credits - 6 items	130,707.60
	<u>-13,533.31</u>
Total Cleared Transactions	
Cleared Balance	<u><u>317,957.66</u></u>
Register Balance as of 02/28/2021	317,957.66
Ending Balance	317,957.66

7:57 PM

03/16/21

**Tulare Public Cemetery District**

**Reconciliation Summary**

10600 · Endowment - Reserved (773), Period Ending 02/28/2021

---

	<u>Feb 28, 21</u>
Beginning Balance	1,548,419.16
Cleared Transactions	
Deposits and Credits - 6 items	<u>7,613.00</u>
Total Cleared Transactions	<u>7,613.00</u>
Cleared Balance	<u><u>1,556,032.16</u></u>
Register Balance as of 02/28/2021	1,556,032.16
Ending Balance	1,556,032.16

8:02 PM  
03/16/21

Tulare Public Cemetery District  
**Reconciliation Summary**  
10700 - Cash in Expansion Account (807), Period Ending 02/28/2021

---

	<u>Feb 28, 21</u>
Beginning Balance	89,390.70
Cleared Transactions	
Deposits and Credits - 1 item	<u>1,304.00</u>
Total Cleared Transactions	<u>1,304.00</u>
Cleared Balance	<u><u>90,694.70</u></u>
Register Balance as of 02/28/2021	90,694.70
Ending Balance	90,694.70



8:07 PM

03/16/21

**Tulare Public Cemetery District**

**Reconciliation Summary**

10900 · Endowment - Unreserved (817), Period Ending 02/28/2021

---

	<b>Feb 28, 21</b>
<b>Beginning Balance</b>	351,942.90
<b>Cleared Balance</b>	351,942.90
<b>Register Balance as of 02/28/2021</b>	351,942.90
<b>Ending Balance</b>	351,942.90

# Tulare Public Cemetery District 2019 - 2021 Y-T-D Interments

## FEBRUARY INTERMENTS 2019

BODY BURIALS	KERN		8
	NORTH		6
NICHES/HEX			1
CREMATION BURIALS	KERN		5
	NORTH		3
BABY BURIALS	KERN		1
	NORTH		0
<b>TOTALS</b>			<b>24</b>

## FEBRUARY INTERMENTS 2020

BODY BURIALS	KERN		7
	NORTH		13
NICHES/HEX			1
CREMATION BURIALS	KERN		5
	NORTH		1
BABY BURIALS	KERN		0
	NORTH		0
<b>TOTALS</b>			<b>27</b>

## FEBRUARY INTERMENTS 2021

DISINTERMENTS			0
BODY BURIALS	KERN		13
	NORTH		26
NICHES/HEX			2
CREMATION BURIALS	KERN		4
	NORTH		6
BABY BURIALS	KERN		0
	NORTH		0
<b>TOTALS</b>			<b>51</b>

	BODY	CREMATION	TOTAL
JAN	14	8	22
FEB	15	9	24

**TOTAL** 29 17 46

Percentage Total: 30% 17%

	BODY	CREMATION	TOTAL
JAN	33	6	39
FEB	20	7	27

**TOTAL** 53 13 66

Percentage Total: 50% 9%

	BODY	CREMATION	DISINTERMENT	TOTAL
JAN	39	15	1	55
FEB	39	12	0	51

**TOTAL** 78 27 1 106

Percentage Total: 37% 14%

TULARE PUBLIC CEMETERY DISTRICT  
PRE-NEEDS FOR 2020-2021

NORTH CEMETERY					KERN CEMETERY					
MONTH	TALL	FLAT	Tall 1/2	Flat 1/2	TALL	FLAT	1/2	NICHE	TOTAL FOR THE MONTH	
January-20	1	2						1	4	
February-20		4					1		5	
March-20	2	5		1					8	
April-20		2							2	
May-20		3					1		4	
June-20	1	2				1	1		5	
July-20	11	9							20	
August-20		5					1	1	7	
September-20	1	1						1	3	
October-20	2	4							6	
November-20	1	3		1				2	7	
December-20	4	8						3	15	
	NORTH TOTAL=73				KERN TOTAL=13				TOTAL FOR THE YEAR=	86
January-21	4	7					1	3	15	
February-21	1	3		1					5	
March-21	3	10							13	
April-21										
May-21										
June-21										
July-21										
Aguust-21										
September-21										
October-21										
November-21										
December-21										
	NORTH TOTAL=26				KERN TOTAL=4				TOTAL FOR THE YEAR=	33

In the Matter of Revolving Fund )  
 ) Amended Resolution No. 2020/21 – 1  
 )

1  
2  
3 6. The manager shall ensure that the District's blanket bond contains an endorsement to be  
4 conditioned, in addition to the other provisions of the bond, upon the faithful administration of the  
5 revolving fund and upon the willingness and ability of the office manager to account for and pay over  
6 the fund or funds upon demand of the Board of Trustees at any time.

7 7. The manager shall ensure that for any expenditure larger than \$1.00, an appropriate  
8 receipt is obtained, setting forth the date, purpose, and amount of the expenditure.

9 8. Once the initial balance in the fund is established as set forth above, no other moneys are  
10 to be deposited in the revolving fund. Instead, the manager shall provide to the County Auditor an  
11 itemized account of all disbursements, and shall request reimbursement of the fund in that amount.

12 9. At any time, the Board of Trustees or the County Auditor may ask for an accounting of  
13 the fund.

14 10. At any time, the Board of Trustees may reduce the maximum in the fund or may  
15 discontinue it. If the maximum is reduced, the manager shall immediately return to the County  
16 Treasurer the amount necessary to reduce the fund as ordered by the Board. If the fund is discontinued,  
17 the manager shall immediately pay over the balance of the fund on hand as well as all outstanding  
18 receipts to the County Treasurer.

19 ///

20 ///

21 ///

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26 ///

27 /////

///

1           11. The office manager shall forward certified copies of this resolution to both the Auditor  
2 and Treasurer divisions of the Tulare County Auditor-Controller/Treasurer-Tax Collector's office.  
3

4           The foregoing resolution was adopted on motion of Trustee Vice Chairperson Avila, seconded  
5 by Trustee Secretary Pennington, at a regular meeting of the Board of Trustees held on August 27,  
6 2020, by the following vote:

7           AYES: \_\_\_\_\_

8           NOES: \_\_\_\_\_

9           ABSTAIN: \_\_\_\_\_

10          ABSENT: \_\_\_\_\_

11  
12                           ATTEST:   LEONOR CASTANEDA, CLERK  
13

14                           By: \_\_\_\_\_  
15  
16  
17

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Proposed Tulare Cemetery Budget 2020-2021 as of Feb 1, 2021

REVENUES		Proposed 2020-2021	Budgeted 2020-2021	Budgeted 2019-2020	Income 2019-2020	Budgeted 2018-2019	Income 2018-2019	Budgeted 2017-2018	Income 2017-2018	Budgeted 2016-2017
772	Available Resources	281,394	281,394							
	4001 Pr Tx-Cur Se	160,418	160,418	147,000	153,437	150,000	146,641	131,845	139,091	131,845
	4006 Pr Tx-Cr Uns	9,000	9,000	9,000	9,231	8,000	8,733	7,505	8,261	7,505
	4008 Pr Tx-Pr Sec	3,040	3,040	2,800	2,761	2,800	2746	1	2,713	1
	4009 Pr Tx-Pr Uns	130	130	130	153	250	131	146	250	146
	4030 Suppl Tx Cs	2,800	2,800	2,800	2,981	3,000	2,827	1	2,552	1
	4033 Suppl Prior	400	400	400	573	250	393	1	267	1
	4060 Residual Dist	6,500	6,500	6,500	6,905	6,000	6,510	1,689	5,476	1,689
	4069 PT Facilities	5,900	5,900	5,900	6,221	5,800	5,894	5,000	5,663	5,068
	5000 I/G Revenue	30	30	30	29	30	63	1	36	1
	5050 Prop Tax Rel	1,200	1,200	1,200	1,277	1,200	1,292	653	1,298	653
	Total Property	189,418	189,418	175,760	183,568	177,330	175,230	146,842	165,608	146,910
4801 Interest	3,000	3,000	3,000	5,621	2,000	2,898	1,400	2,279	1,881	
5400 Curr Serv	1,000,000	732,345	610,000	707,269	700,000	607,346	814,738	693,393	804,213	
5805 Misc Revenue	20,000	2,000	20,000	7,141	0	0	0	100	0	
5834 Restitution	1,200	1,200		600						
5835 Other Revenue	8,000	8,000	3,240	10,950	0	23,898				
Total 772	1,221,618	935,963	812,000	915,149	879,330	809,372	962,980	861,379	953,004	
773	4801 Interest	30,000	30,000	30,000	39,810	20,000	25,574	11,000	19,613	11,000
	5400 Curr Serv	60,000	60,000	60,000	60,681	60,000	65,874	57,000	0	57,000
	5835 Oth Revenue	0	0	0	0	8,000	0	8,000	0	8,000
	Total	90,000	90,000	90,000	100,491	88,000	91,448	76,000	19,613	76,000
	807	Fd for Fut Expans								
4801 Interest	1,400	1,400	500	1,582	900	805	300	577	1,600	
4807 Facility Rent	9,000	9,000	8,400	21,400	8,400	8,400	1	8,400	1	
5400 Curr Serv	15,000	15,000	15,000	0	0	0	8,400	1	8,400	
Total	25,400	25,400	23,900	22,982	9,300	9,205	8,701	8,978	10,001	
817	Unreserved Funds									
	4801 Interest	5,000	5,000	6,500	6,176	1,300	308	1,400	1,345	1,000
	5400 Curr Serv	0	0	0	0	0	12,905	0	0	0
Total	5,000	5,000	6,500	6,176	1,300	13,213	1,400	1,345	1,000	
TOTAL REVENUES		1,623,412	1,337,757	932,400	1,044,798	977,930	923,238	1,049,081	891,315	1,040,005

Proposed Tulare Cemetery Budget 2020-2021 as of Feb 1, 2021

772	EXPENSES	Proposed	Budgeted	Budgeted	Spent	Budgeted	Spent	Budgeted	Spent	Budgeted	Spent	Budgeted
		2020-2021	2020-2021	2019-2020	2019-2020	2018-2019	2018-2019	2017-2018	2017-2018	2016-2017		
		<del>2020-2021</del>	<del>2020-2021</del>	<del>2019-2020</del>	<del>2019-2020</del>	<del>2018-2019</del>	<del>2018-2019</del>	<del>2017-2018</del>	<del>2017-2018</del>	<del>2016-2017</del>		
772	6001 Regular Salaries	370,000	<del>330,000</del>	248,500	258,533	249,330	246,339	285,000				
	6002 Overtime Pay	16,000	<del>3,000</del>	5,000	9,730	3,000	4,210	0				
	6004 Health Insurance	75,000	75,000	38,000	72,233	72,000	35,258	85,000				
	6005 Extra Help	1,912	<del>26,912</del>	55,000	68,808	50,000	55,683	10,000				
	6008 Director's Fee	4,000	4,000	3,000	2,325	4,000	2,475	3,000				
	6011 Retirement	37,500	37,500	24,000	33,568	33,000	23,638	45,000				
	6012 Social Security	31,845	31,845	18,000	20,522	18,000	16,489	22,000				
	6015 Worker's Comp Ins	25,000	25,000	18,000	22,323	20,000	15,646	25,000				
	6016 Unemployment Ins	2,000	2,000	5,000	1,624	4,000	4,624	4,000				
	6000 Payroll & Emp Benefits-Other	10,000	<del>0</del>		-12							
	Total Salaries & Employee Benefits	573,257	535,257	414,500	489,654	453,330	404,362	479,000	364,052	454,000		
	7004 Clothing & Personal Supplies	7,000	7,000	4,000	4,007	8,000	3,146	6,000				
	7005 Telecommunications	6,000	6,000	6,000	7,171	7,000	5,203	9,000				
	7006 Garden Crypts/Vaults	100,000	<del>75,000</del>	65,000	71,660	110,000	57,392	53,000				
	7009 Household Supplies	1,500	1,500	1,500	1,491	0	0	0				
	7010 Insurance	20,000	20,000	21,000	17,029	20,000	20,407	20,000				
Total	7025 Mileage Reimbursement Exp			67								
	7030 Repairs Maintenance	200,000	<del>140,000</del>	107,000	110,413	100,000	143,155	265,000				
	7036 Office Expense	25,000	25,000	24,500	13,712	11,000	10,929	8,000				
	7039 Miscellaneous	700	700	2,500	661	0	2,740	8,000				
	7043 Professional Expense	40,000	40,000	20,500	40,542	24,000	39,964	20,000				
	7045 Security Expense	20,000	<del>2,500</del>	4,000	2,170	0	1,144	6,000				
	7059 Publications & Legal Notices	3,000	3,000	3,000	6,877	12,000	2,479	1,000				
	7073 Training	10,000	10,000	8,000	6,769	10,000	7,167	8,000				
	7081 Utilities	40,000	40,000	45,000	41,742	40,000	45,351	45,000				
	Total Services & Supplies	473,200	340,700	312,000	324,311	342,000	339,077	449,000	515,586	449,000		
Total	7003 Tax Admin Fee/Penalties	500	500	6,000	1,317	0	0	1	3,912	1		
	Total	500	500	6,000	1,317	0	0	1	3,912	1		
772	7425 Taxes & Assessments	1,300	1,300	1,500	1,299	9,000	1,299	15,000	1,871	15,000		
	Total	1,300	1,300	1,500	1,299	9,000	1,299	15,000	1,871	15,000		
	CAPITAL OUTLAY											
	8000 Land	0	0	0	0	10,000	0	10,000	71,766	10,000		
	8001 Cem Plots Repurchase	20,000	<del>5,000</del>	10,000	4,865	5,000	7,889	15,000	6,757	15,000		
Total	8100 Bldg & Improv	250,000	250,000	18,000	0	20,000	0	25,000	0	15,000		
	8300 New F/A	175,155	<del>75,000</del>	50,000	52,190	40,000	0	50,000	1,110	110,000		
	Total	445,155	330,000	78,000	57,055	75,000	7,889	100,000	79,632	150,000		
SUBTOTAL		1,493,412	1,207,757	812,000	873,636	879,330	752,627	1,043,001	965,054	1,068,001		
772 CONT												
Total	7432 Contingencies	130,000	130,000	0	0	100,000	0	100,000	0	50,000		
	Total	130,000	130,000	0	0	100,000	0	100,000	0	50,000		
TOTAL BUDGET 772		1,623,412	1,337,757	812,000	873,636	979,330	752,627	1,143,001	965,054	1,118,001		

APPROVED BUDGET - SPECIAL DISTRICTS  
**FINAL BUDGET FOR FISCAL YEAR 2020-21**  
 PAGE 1 OF 3

DISTRICT NAME \_ Tulare Public Cemetery

FUND NO \_\_\_\_ 772 \_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)		
	2019-2020 Budget/Actual (OPTIONAL)*	2020-2021 Budget
<b>AVAILABLE RESOURCES</b>		
<b>CASH</b>		
1. Cash Balance - July 1, 2020	\$ 146,869	271,794
Less Cash Reserves: (Specify)		
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. Total Beginning Cash Available (Line 1 minus Lines 2 thru 4)	\$ 146,869	271,794

<b>BUDGETED REVENUES</b> (See your monthly BA-A203 report for a listing of your revenue accounts)		
	<u>ACCOUNT</u>	
6. Property Taxes-Current Secured	4001	147,000
7. Property Taxes-Current Unsecured	4006	9,000
8. Property Taxes-Prior Secured	4008	2,800
9. Property Taxes-Prior Unsecured	4009	130
10. Supp. Property Taxes-Current Secured	4030	2,800
11. Supp. Property Taxes-Prior	4033	400
12. Other Taxes	4052	
13. Interest (in PPP)	4801	3,000
14. Use of money and property	4800	
15. Rents and Concessions	4807	
16. Aid From Other Governmental Agencies	5000	30
17. St Homeowners Property Tax Relief	5050	1,200
18. St Aid-Supp. Subvention-SD	5052	
19. Charges for Current Services	5400	610,000
20. Charges for Cur Serv-Water & Sewer	5531	
21. Burial Fee	5542	
22. Miscellaneous Revenues	5805	20,000
23. Other Sales-Taxable	5816	
24. Other Revenue	5835	3,240
25. Residual Dist	4060	6,500
26. PT Facilities	4069	5,900
27. Total Budgeted Revenues (Lines 6 thru 26)	Total \$	812,000
28. <b>Total Available Resources</b> (Line 5 plus Line 27)	Total \$	958,869
		1,221,618
		1,493,412

\* Prior year budget/actual is optional as a reference only.

APPROVED BUDGET - SPECIAL DISTRICTS  
FINAL BUDGET FOR FISCAL YEAR 2020-21  
PAGE 2 OF 3

DISTRICT NAME \_ Tulare Public Cemetery

FUND NO \_\_\_\_772\_\_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual

2020-2021 Budget

**APPROPRIATIONS**

(Optional)\*

BUDGETED EXPENDITURES (See your monthly BA-A103 report for a listing of your expenditure accts.)

	ACCOUNT		
29.	Salaries and Employee Benefits	6000 **	10,000
30.	Regular Salaries	6001	370,000
31.	Overtime	6002	16,000
32.	Benefits (i.e. Health Insurance, life Insurance, Unemployment Insurance)	6004	75,000
33.	Extra Help	6005	1,912
34.	Director's Fees	7012	4,000
35.	Retirement-SD Portion	6011	37,500
36.	Social Security	6012	31,845
37.	Workers' Comp Ins	6015	25,000
38.	Unemployment Ins	6016	2,000
39.			
40.	Total Salaries and Employee Benefits (Lines 29 thru 39)	Total \$	573,257
41.	Services and Supplies	7000 **	
42.	Agricultural	7001	
43.	Clothing and Personal Supplies	7004	7,000
44.	Telecommunications (phone bill)	7005	6,000
45.	Cost of Supplies Reissued	7006	100,000
46.	Food	7007	
47.	Household Expense	7009	1,500
48.	Insurance	7010	20,000
49.	Maintenance-Equipment	7021	
50.	Maintenance-Bldg & Improvements	7024	
51.	Memberships	7027	
52.	Office Expense	7036	25,000
53.	Professional and Specialized Expense	7043	40,000
54.	Publications and Legal Notices	7059	3,000
55.	Rent & Leases-Equipment	7061	
56.	Rent & Leases-Bldg & Improvements	7062	
57.	Small Tools and Instruments	7065	
58.	District Special Expense	7066	
59.	Training	7073	10,000
60.	Transportation and Travel	7074	
61.	Utilities	7081	40,000
62.	Repairs & Maintenance	7030	200,000
63.	Micellaneous	7039	700
64.	Security Expense	7045	20,000
65.	Tax Admin Fee	7003	500
66.	Total Services and Supplies (Lines 41 thru 65)	Total \$	473,700

\*\* Special Districts that keep their own books must use account numbers 6000, 7000, etc.; Special Districts whose books are maintained by the Tulare County Auditor use line item account numbers.



APPROVED BUDGET - SPECIAL DISTRICTS  
**FINAL BUDGET FOR FISCAL YEAR 2020-21**  
 PAGE 3 OF 3

DISTRICT NAME \_ Tulare Public Cemetery

FUND NO \_\_\_772\_\_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual

(Optional)\*

2020-2021 Budget

**APPROPRIATIONS**

BUDGETED EXPENDITURES		ACCOUNT		
67.	Other Charges	7400		
68.	Contributions to Other Agencies	7407		
69.	Repayment-Long Term Debt (Bonds)	7413		
70.	Interest-Long Term Debt (Bonds)	7415		
71.	Repayment-Long Term Debt (Other)	7417		
72.	Interest-Long Term Debt (Other)	7418		
73.	Taxes and Assessments	7425	1,500	1,300
74.	Other Charges	7428		
75.	Total Other Charges (Lines 67 thru 74)	Total \$	1500	1300
Fixed Assets (Specify) ***				
76.	Land	8000 ***		
77.	Repurchase of Grave Site	8001	10,000	20,000
78.	Building and Improvements	8100	18,000	250,000
79.	Equipment	8300	50,000	175,155
80.				
81.				
82.				
83.	Total Fixed Assets (Lines 76 thru 83)	Total \$	78000	445155
CONTINGENCIES				
84.	Appropriation for Contingencies	7432 (1)	0	130,000
85.				
86.	Total Contingencies (Lines 84 thru 86)	Total \$	0	130,000
(1) Recommend 15% of total expenditures.				
87.	Total Appropriations (Lines 40,66,75,83, 86)	Total \$	812,000	1,623,412
88.	Difference Between Resources and Appropriations (Line 28 minus Line 87 should be zero)	\$	146,869	-130,000

\*\*\* Special Districts that keep their own books must use account numbers 6000, 7000, 8000. Detail records are kept by the district.

Board Approval Date \_\_\_\_\_

Board President Signature \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Due Date: August 31, 2020**

**Email: [claims@co.tulare.ca.us](mailto:claims@co.tulare.ca.us)**

APPROVED BUDGET - SPECIAL DISTRICTS  
**FINAL BUDGET FOR FISCAL YEAR 2020-2021**  
 PAGE 1 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_ 773 \_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual  
 (OPTIONAL)\*

2020-2021 Budget

**AVAILABLE RESOURCES**

**CASH**

1.	Cash Balance - July 1, 2020	\$	1,790,970	1,534,513
	Less Cash Reserves: (Specify)			
2.	_____			
3.	_____			
4.	_____			
5.	Total Beginning Cash Available (Line 1 minus Lines 2 thru 4)	\$	1,800,415	1,534,513

**BUDGETED REVENUES**

(See your monthly BA-A203 report for a listing of your revenue accounts)

	<u>ACCOUNT</u>			
6.	Property Taxes-Current Secured	4001		
7.	Property Taxes-Current Unsecured	4006		
8.	Property Taxes-Prior Secured	4008		
9.	Property Taxes-Prior Unsecured	4009		
10.	Supp. Property Taxes-Current Secured	4030		
11.	Supp. Property Taxes-Prior	4033		
12.	Other Taxes	4052		
13.	Interest (in PPP)	4801	30,000	30,000
14.	Use of money and property	4800		
15.	Rents and Concessions	4807		
16.	Aid From Other Governmental Agencies	5000		
17.	St Homeowners Property Tax Relief	5050		
18.	St Aid-Supp. Subvention-SD	5052		
19.	Charges for Current Services	5400	60,000	60,000
20.	Charges for Cur Serv-Water & Sewer	5531		
21.	Burial Fee	5542		
22.	Miscellaneous Revenues	5805		
23.	Other Sales-Taxable	5816		
24.	Other Revenue	5835	0	0
25.	Residual Dist	4060		
26.	PT Facilities	4069		
27.	Total Budgeted Revenues (Lines 6 thru 26)	Total \$	90000	90,000
28.	<b>Total Available Resources</b> (Line 5 plus Line 27)	Total \$	1890415	1624513

\* Prior year budget/actual is optional as a reference only.



APPROVED BUDGET - SPECIAL DISTRICTS  
**FINAL BUDGET FOR FISCAL YEAR 2020-2021**  
 PAGE 2 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_\_\_\_773\_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual  
 (Optional)\*

2020-2021 Budget

**APPROPRIATIONS**

BUDGETED EXPENDITURES (See your monthly BA-A103 report for a listing of your expenditure accts.)

	<u>ACCOUNT</u>		
29. Salaries and Employee Benefits	6000 **		
30. Regular Salaries	6001		
31. Overtime	6002		
32. Benefits (i.e. Health Insurance, life Insurance, Unemployment Insurance)	6004		
33. Extra Help	6005		
34. Director's Fees	7012		
35. Retirement-SD Portion	6011		
36. Social Security	6012		
37. Workers' Comp Ins	6015		
38. Unemployment Ins	6016		
39.			
40. Total Salaries and Employee Benefits (Lines 29 thru 39)	Total \$	0	0
41. Services and Supplies	7000 **		
42. Agricultural	7001		
43. Clothing and Personal Supplies	7004		
44. Telecommunications (phone bill)	7005		
45. Cost of Supplies Reissued	7006		
46. Food	7007		
47. Household Expense	7009		
48. Insurance	7010		
49. Maintenance-Equipment	7021		
50. Maintenance-Bldg & Improvements	7024		
51. Memberships	7027		
52. Office Expense	7036		
53. Professional and Specialized Expense	7043		
54. Publications and Legal Notices	7059		
55. Rent & Leases-Equipment	7061		
56. Rent & Leases-Bldg & Improvements	7062		
57. Small Tools and Instruments	7065		
58. District Special Expense	7066		
59. Training	7073		
60. Transportation and Travel	7074		
61. Utilities	7081		
62. Repairs & Maintenance	7030		
63. Miscellaneous	7039		
64. Security Expense	7045		
65. Tax Admin Fee	7003		
66. Total Services and Supplies (Lines 41 thru 65)	Total \$	0	0

\*\* Special Districts that keep their own books must use account numbers 6000, 7000, etc.; Special Districts whose books are maintained by the Tulare County Auditor use line item account numbers.

APPROVED BUDGET - SPECIAL DISTRICTS  
FINAL BUDGET FOR FISCAL YEAR 2020-2021  
PAGE 3 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_\_ 773 \_\_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual  
(Optional)\*

2020-2021 Budget

**APPROPRIATIONS**

BUDGETED EXPENDITURES		ACCOUNT		
67.	Other Charges	7400		
68.	Contributions to Other Agencies	7407		
69.	Repayment-Long Term Debt (Bonds)	7413		
70.	Interest-Long Term Debt (Bonds)	7415		
71.	Repayment-Long Term Debt (Other)	7417		
72.	Interest-Long Term Debt (Other)	7418		
73.	Taxes and Assessments	7425		
74.	Other Charges	7428		
75.	Total Other Charges (Lines 67 thru 74)	Total \$	0	0
Fixed Assets (Specify) ***				
76.	Land	8000 ***		
77.	Repurchase of Grave Site	8001		
78.	Building and Improvements	8100		
79.	Equipment	8300		
80.				
81.				
82.				
83.	Total Fixed Assets (Lines 76 thru 83)	Total \$	0	0
CONTINGENCIES				
84.	Appropriation for Contingencies	7432 (1)		0
85.				
86.	Total Contingencies (Lines 84 thru 86)	Total \$	0	0
(1) Recommend 15% of total expenditures.				
87.	Total Appropriations (Lines 40,66,75,83, 86)	Total \$	0	0
88.	Difference Between Resources and Appropriations (Line 28 minus Line 87 should be zero)	\$	1890415	1624513

\*\*\* Special Districts that keep their own books must use account numbers 6000, 7000, 8000. Detail records are kept by the district.

Board Approval Date \_\_\_\_\_

Board President Signature \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Due Date: August 31, 2020**

**Email: [claims@co.tulare.ca.us](mailto:claims@co.tulare.ca.us)**

APPROVED BUDGET - SPECIAL DISTRICTS  
**FINAL BUDGET FOR FISCAL YEAR 2020-2021**  
 PAGE 1 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_\_ 807 \_\_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual  
 (OPTIONAL)\*

2020-2021 Budget

**AVAILABLE RESOURCES**

**CASH**

1.	Cash Balance - July 1, 2020	\$	49,721	72,683
	Less Cash Reserves: (Specify)			
2.	_____			
3.	_____			
4.	_____			
5.	Total Beginning Cash Available (Line 1 minus Lines 2 thru 4)	\$	49,721	72,683

**BUDGETED REVENUES**

(See your monthly BA-A203 report for a listing of your revenue accounts)

	<u>ACCOUNT</u>			
6.	Property Taxes-Current Secured	4001		
7.	Property Taxes-Current Unsecured	4006		
8.	Property Taxes-Prior Secured	4008		
9.	Property Taxes-Prior Unsecured	4009		
10.	Supp. Property Taxes-Current Secured	4030		
11.	Supp. Property Taxes-Prior	4033		
12.	Other Taxes	4052		
13.	Interest (in PPP)	4801	500	1,400
14.	Use of money and property	4800		
15.	Rents and Concessions	4807	8,400	9,000
16.	Aid From Other Governmental Agencies	5000		
17.	St Homeowners Property Tax Relief	5050		
18.	St Aid-Supp. Subvention-SD	5052		
19.	Charges for Current Services	5400	15,000	15,000
20.	Charges for Cur Serv-Water & Sewer	5531		
21.	Burial Fee	5542		
22.	Miscellaneous Revenues	5805		
23.	Other Sales-Taxable	5816		
24.	Other Revenue	5835		
25.	Residual Dist	4060		
26.	PT Facilities	4069		
27.	Total Budgeted Revenues (Lines 6 thru 26)	Total \$	23900	25400
28.	<b>Total Available Resources</b> (Line 5 plus Line 27)	Total \$	73621	98,083

\* Prior year budget/actual is optional as a reference only.

APPROVED BUDGET - SPECIAL DISTRICTS  
**FINAL BUDGET FOR FISCAL YEAR 2020-2021**  
 PAGE 2 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_\_\_\_ 807 \_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual  
 (Optional)\*

2020-2021 Budget

**APPROPRIATIONS**

BUDGETED EXPENDITURES (See your monthly BA-A103 report for a listing of your expenditure accts.)

	<u>ACCOUNT</u>		
29. Salaries and Employee Benefits	6000 **		
30. Regular Salaries	6001		
31. Overtime	6002		
32. Benefits (i.e. Health Insurance, life Insurance, Unemployment Insurance)	6004		
33. Extra Help	6005		
34. Director's Fees	7012		
35. Retirement-SD Portion	6011		
36. Social Security	6012		
37. Workers' Comp Ins	6015		
38. Unemployment Ins	6016		
39.			
40. Total Salaries and Employee Benefits (Lines 29 thru 39)	Total \$	0	0
41. Services and Supplies	7000 **		
42. Agricultural	7001		
43. Clothing and Personal Supplies	7004		
44. Telecommunications (phone bill)	7005		
45. Cost of Supplies Reissued	7006		
46. Food	7007		
47. Household Expense	7009		
48. Insurance	7010		
49. Maintenance-Equipment	7021		
50. Maintenance-Bldg & Improvements	7024		
51. Memberships	7027		
52. Office Expense	7036		
53. Professional and Specialized Expense	7043		
54. Publications and Legal Notices	7059		
55. Rent & Leases-Equipment	7061		
56. Rent & Leases-Bldg & Improvements	7062		
57. Small Tools and Instruments	7065		
58. District Special Expense	7066		
59. Training	7073		
60. Transportation and Travel	7074		
61. Utilities	7081		
62. Repairs & Maintenance	7030		
63. Miscellaneous	7039		
64. Security Expense	7045		
65. Tax Admin Fee	7003		
66. Total Services and Supplies (Lines 41 thru 65)	Total \$	0	0

\*\* Special Districts that keep their own books must use account numbers 6000, 7000, etc.; Special Districts whose books are maintained by the Tulare County Auditor use line item account numbers.

APPROVED BUDGET - SPECIAL DISTRICTS  
FINAL BUDGET FOR FISCAL YEAR 2020-2021  
PAGE 3 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_\_ 807 \_\_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual  
(Optional)\*

2020-2021 Budget

**APPROPRIATIONS**

BUDGETED EXPENDITURES		ACCOUNT		
67.	Other Charges	7400		
68.	Contributions to Other Agencies	7407		
69.	Repayment-Long Term Debt (Bonds)	7413		
70.	Interest-Long Term Debt (Bonds)	7415		
71.	Repayment-Long Term Debt (Other)	7417		
72.	Interest-Long Term Debt (Other)	7418		
73.	Taxes and Assessments	7425		
74.	Other Charges	7428		
75.	Total Other Charges (Lines 67 thru 74)	Total \$	0	0
Fixed Assets (Specify) ***				
76.	Land	8000 ***		
77.	Repurchase of Grave Site	8001		
78.	Building and Improvements	8100		
79.	Equipment	8300		
80.				
81.				
82.				
83.	Total Fixed Assets (Lines 76 thru 83)	Total \$	0	0
CONTINGENCIES				
84.	Appropriation for Contingencies	7432 (1)		0
85.				
86.	Total Contingencies (Lines 84 thru 86)	Total \$	0	0
(1) Recommend 15% of total expenditures.				
87.	Total Appropriations (Lines 40,66,75,83, 86)	Total \$	0	0
88.	Difference Between Resources and Appropriations (Line 28 minus Line 87 should be zero)	\$	73621	98083

\*\*\* Special Districts that keep their own books must use account numbers 6000, 7000, 8000. Detail records are kept by the district.

Board Approval Date \_\_\_\_\_

Board President Signature \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Due Date: August 31, 2020**

**Email: [claims@co.tulare.ca.us](mailto:claims@co.tulare.ca.us)**

APPROVED BUDGET - SPECIAL DISTRICTS  
**FINAL BUDGET FOR FISCAL YEAR 2020-2021**  
 PAGE 1 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_\_ 817 \_\_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

	2019-2020 Budget/Actual (OPTIONAL)*	2019-2020 Budget
<b>AVAILABLE RESOURCES</b>		
CASH		
1. Cash Balance - July 1, 2019	\$ 962	344,793
Less Cash Reserves: (Specify)		
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. Total Beginning Cash Available (Line 1 minus Lines 2 thru 4)	\$ 962	344,793

**BUDGETED REVENUES** (See your monthly BA-A203 report for a listing of your revenue accounts)

	<u>ACCOUNT</u>		
6. Property Taxes-Current Secured	4001	_____	_____
7. Property Taxes-Current Unsecured	4006	_____	_____
8. Property Taxes-Prior Secured	4008	_____	_____
9. Property Taxes-Prior Unsecured	4009	_____	_____
10. Supp. Property Taxes-Current Secured	4030	_____	_____
11. Supp. Property Taxes-Prior	4033	_____	_____
12. Other Taxes	4052	_____	_____
13. Interest (in PPP)	4801	6,500	5,000
14. Use of money and property	4800	_____	_____
15. Rents and Concessions	4807	_____	_____
16. Aid From Other Governmental Agencies	5000	_____	_____
17. St Homeowners Property Tax Relief	5050	_____	_____
18. St Aid-Supp. Subvention-SD	5052	_____	_____
19. Charges for Current Services	5400	0	0
20. Charges for Cur Serv-Water & Sewer	5531	_____	_____
21. Burial Fee	5542	_____	_____
22. Miscellaneous Revenues	5805	_____	_____
23. Other Sales-Taxable	5816	_____	_____
24. Other Revenue	5835	_____	_____
25. Residual Dist	4060	_____	_____
26. PT Facilities	4069	_____	_____
27. Total Budgeted Revenues (Lines 6 thru 26)	Total \$	6500	5000
28. <b>Total Available Resources</b> (Line 5 plus Line 27)	Total \$	7462	349,793

\* Prior year budget/actual is optional as a reference only.

APPROVED BUDGET - SPECIAL DISTRICTS  
**FINAL BUDGET FOR FISCAL YEAR 2020-2021**  
 PAGE 2 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_\_\_\_ 817 \_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual  
 (Optional)\*

2019-2020 Budget

**APPROPRIATIONS**

BUDGETED EXPENDITURES (See your monthly BA-A103 report for a listing of your expenditure accts.)

	<u>ACCOUNT</u>		
29. Salaries and Employee Benefits	6000 **		
30. Regular Salaries	6001		
31. Overtime	6002		
32. Benefits (i.e. Health Insurance, life Insurance, Unemployment Insurance)	6004		
33. Extra Help	6005		
34. Director's Fees	7012		
35. Retirement-SD Portion	6011		
36. Social Security	6012		
37. Workers' Comp Ins	6015		
38. Unemployment Ins	6016		
39.			
40. Total Salaries and Employee Benefits (Lines 29 thru 39)	Total \$	0	0
41. Services and Supplies	7000 **		
42. Agricultural	7001		
43. Clothing and Personal Supplies	7004		
44. Telecommunications (phone bill)	7005		
45. Cost of Supplies Reissued	7006		
46. Food	7007		
47. Household Expense	7009		
48. Insurance	7010		
49. Maintenance-Equipment	7021		
50. Maintenance-Bldg & Improvements	7024		
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60. Transportation and Travel	7074		
61. Utilities	7081		
62. Repairs & Maintenance	7030		
63. Miscellaneous	7039		
64. Security Expense	7045		
65. Tax Admin Fee	7003		
66. Total Services and Supplies (Lines 41 thru 65)	Total \$	0	0

\*\* Special Districts that keep their own books must use account numbers 6000, 7000, etc.; Special Districts whose books are maintained by the Tulare County Auditor use line item account numbers.

APPROVED BUDGET - SPECIAL DISTRICTS  
FINAL BUDGET FOR FISCAL YEAR 2020-2021  
PAGE 3 OF 3

DISTRICT NAME \_ Tulare Public Cemetery District

FUND NO \_\_ 817 \_\_\_\_\_

(USE WHOLE DOLLARS ONLY-NO CENTS)

2019-2020 Budget/Actual  
(Optional)\*

2019-2020 Budget

**APPROPRIATIONS**

BUDGETED EXPENDITURES		ACCOUNT		
67.	Other Charges	7400		
68.	Contributions to Other Agencies	7407		
69.	Repayment-Long Term Debt (Bonds)	7413		
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72.	Interest-Long Term Debt (Other)	7418		
73.	Taxes and Assessments	7425		
74.	Other Charges	7428		
75.	Total Other Charges (Lines 67 thru 74)	Total \$	0	0
Fixed Assets (Specify) ***				
76.	Land	8000 ***		
77.	Repurchase of Grave Site	8001		
78.	Building and Improvements	8100		
79.	Equipment	8300		
80.				
81.				
82.				
83.	Total Fixed Assets (Lines 76 thru 83)	Total \$	0	0
CONTINGENCIES				
84.	Appropriation for Contingencies	7432 (1)		0
85.				
86.	Total Contingencies (Lines 84 thru 86)	Total \$	0	0
(1) Recommend 15% of total expenditures.				
87.	Total Appropriations (Lines 40,66,75,83, 86)	Total \$	0	0
88.	Difference Between Resources and Appropriations (Line 28 minus Line 87 should be zero)	\$	7462	349793

\*\*\* Special Districts that keep their own books must use account numbers 6000, 7000, 8000. Detail records are kept by the district.

Board Approval Date \_\_\_\_\_

Board President Signature \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Due Date: August 31, 2020**

**Email: [claims@co.tulare.ca.us](mailto:claims@co.tulare.ca.us)**



# TULARE PUBLIC CEMETERY DISTRICT FLOWER POLICY

The following are guidelines for the use of flowers and decorations on the grave sites in the Tulare Public Cemetery District, in order to maintain the cemeteries in an attractive and dignified manner and in order to protect the safety of visitors and the employees on the cemeteries.

The cemetery staff will be having an annual clean up every February. Staff will be picking up everything including all flowers or ornaments that are in the vases.

## **FLOWERS AND DECORATIONS MUST BE CONFINED WITHIN THE VASE HOLDERS ON EACH GRAVE SITE MARKER BORDER**

There shall not be placed on any grave, crosses, balloons, fences cement vases, borders of the flowers, rocks, wood, metal, statues, toys, decorations, etc., unless they are **confined and secured** as an integral part of the flower arrangement within the vase holders above the grave site marker. Anyone who does not have a marker/headstone cannot have anything on the grave until a marker /headstone is set.

Cemetery staff will remove any of the arrangement that become wilted, tattered, a hazard, or safety issue to anyone visiting the Cemetery.

Tulare Public Cemetery District will take reasonable efforts not to harm arrangements within the site containers and will not be responsible for anything that has broken, lost, stolen misplaced or vandalized.

Fresh flowers wreaths, potted plants, or easel arrangements from a funeral service, should be picked up by the family within a few days after the service, or the cemetery will remove them from the grave site when they become wilted or tattered.

Your cooperation with this policy will help the Tulare Public Cemetery District maintain a clean and safe environment for all those visiting the cemetery.

Any headstone/marker that has any homemade add-ons to the headstone/marker will be removed

BOARD OF TRUSTEES  
TULARE PUBLIC CEMETERY DISTRICT  
900 EAST KERN AVE.  
TULARE, CA 03274

POLICY AMENDED AND ADOPTED JULY 11, 2007  
AMENDED AND ADOPTED SEPTEMBER 26, 2019  
Amended and Adopted March 25, 2021

**TULARE PUBLIC CEMETERY DISTRICT  
900 EAST KERN AVENUE\*\*TULARE, CALIFORNIA 93274\*\*PHONE (559) 686-5544**

**NORTH GRAVE MARKER RULES AND REGULATIONS**

WHEN ORDERING A MEMORIAL MARKER FOR YOUR LOVED ONE'S GRAVE, PLEASE KEEP IN MIND THE RULES AND REGULATIONS IN EFFECT IN OUR CEMETERY.

NOTE: ONLY ONE MARKER PER GRAVE WILL BE ALLOWED (SEE NO.7 BELOW) AND MUST BE FOR THE INDIVIDUALS INTERRED IN THE GRAVE OR TO BE INTERRED IN THE GRAVE. ONLY THE OWNER OF THE BURIAL RIGHTS TO GRAVE HAS THE RIGHT TO ORDER GRAVE MARKER. WHEN ORDERING A GRAVE MARKER FROM A MONUMENT COMPANY, THE MONUMENT COMPANY MUST CALL AND CONFIRM ALL REQUIREMENTS. A MARKER MUST MEET CEMETERY REQUIREMENTS OF SIZE AND MATERIAL OR IT WILL NOT BE PLACED ON THE CEMETERY GROUNDS.

**ALL MARKERS AND/OR HEADSTONES WILL BE SET BY BARNES MEMORIAL ONLY.**

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1. ONLY FLAT TYPE MARKERS WILL BE USED IN THE TULARE PUBLIC CEMETERY (EXCEPT SEE UPRIGHT MARKER SECTIONS NO. 7 BELOW).
2. ONLY GRANITE, MARBLE OR BRONZE MARKERS WILL BE ACCEPTED. ALL MARKERS MUST BE AT LEAST FIVE AND A HALF (5 ½) INCHES THICK. WE REQUIRE ALL MARKERS TO BE SET IN CONCRETE AROUND ALL FOUR (4) SIDES. THE CONCRETE BORDERS AID IN THE PREVENTION OF DAMAGE TO THE MARKERS BY MOWERS, EDGERS AND TRIMMERS.
3. ALL SETTING OF MARKERS WILL BE SET BY A COMPANY WITH APPROPRIATE BUSINESS AND CONTRACTORS LICENSES AND CORRECT LIABILITY INSURANCE LIMITS ON FILE WITH THE CEMETERY.
4. TWO (2) VASES REQUIRED PER MARKER. VASES SHALL BE SPARTAN SERIES GRAY AAEON, OR EQUAL.
5. MARKER SIZE:  
(A) SINGLE GRAVE MARKERS MAY BE: 12" X 24" OR 12" X 30"  
(B) TWO (2) OR MORE GRAVE MARKERS MAY BE: 12" X 24", 12" X 30", 12" X 36", 12" X 48", 12" X 60" OR 12" X 72".  
(C) BABY GRAVE MARKERS MUST BE: 8" X 16" OR 12" X 24"
6. ONE (1) OR TWO (2) 5" X 9" BRONZE PLAQUES FOR CREMATION BURIALS MAY BE ADDED TO THE CEMENT BORDER OF AN EXISTING MARKER.
7. UPRIGHT MARKERS PERMITTED ONLY IN: BLOCK "B" (ROWS B, E, H, K, N, Q, T, & W); BLOCK "D" (ROWS Q, T, W, Z, CC, FF, & II) AND BLOCK "C" (ROWS S, W, AND AA) **ONLY**. A TOTAL HEIGHT OF 38" IS ALLOWED FOR THE UPRIGHT MARKERS. THIS INCLUDES THE BASE AND MARKER.  
(A) THE BASE SIZES SHALL BE THE SAME AS IN THE FLAT MARKER SECTIONS (SEE NO.5 ABOVE). A TOTAL HEIGHT OF 38" INCHES IS ALLOWED FOR THE UPRIGHT MARKERS. THIS INCLUDES THE BASE AND MARKER. BASE TO BE 6" MINIMUM HEIGHT. DIES OR UPRIGHTS TO BE A MINIMUM OF 6" IN THICKNESS.
8. REQUESTS FOR BENCHES MUST BE IN WRITING ADDRESSED TO THE BOARD OF TRUSTEES AND APPROVED BY THE TRUSTEES. BENCH PADS TO BE POURED BY CEMETERY EMPLOYEES.
9. **UPKEEP FOR GRAVE MARKERS IS THE RESPONSIBILITY OF THE PURCHASER.**
10. **THE MEMORIAL MARKERS, ALSO CALLED HEADSTONES OR GRAVE MARKERS, ARE THE PROPERTY OF THE PURCHASER. THE CEMETERY IS IN NO WAY RESPONSIBLE FOR THE HEADSTONE OR ANY DAMAGE TO THEM AFTER THEY ARE INSTALLED IN THE CEMETERY. REPAIRS DUE TO VANDALISM, WEATHER OR ROUTINE GROUND MAINTENANCE MUST BE DONE AT THE OWNER'S EXPENSE. THE CEMETERY SHALL MAKE REPAIRS IF THE DAMAGE IS DONE BY A CEMETERY EMPLOYEE.**

BOARD OF TRUSTEES  
TULARE PUBLIC CEMETERY DISTRICT  
ADOPTED MAY 8, 2002

(REV. 06/12/2002)  
(REV. 06/13/2007)  
(REV. 09/17/2008)  
(REV. 12/10/2010)  
(REV. 01/08/2014)  
(REV. 10/08/2014)  
(REV. 04/12/2017)  
(REV. 05/16/2018)

|

(REV. 03/25/2021)



**TULARE PUBLIC CEMETERY DISTRICT**  
**900 EAST KERN AVENUE\*\*TULARE, CALIFORNIA 93274\*\*PHONE (559) 686-5544**

**KERN AVENUE GRAVE MARKER RULES AND REGULATIONS**

WHEN ORDERING A MEMORIAL MARKER FOR YOUR LOVED ONE'S GRAVE, PLEASE KEEP IN MIND THE RULES AND REGULATIONS IN EFFECT IN OUR CEMETERY.

**NOTE: ONLY ONE MARKER PER GRAVE WILL BE ALLOWED (SEE NO.7 BELOW) AND MUST BE FOR THE INDIVIDUALS INTERRED IN THE GRAVE OR TO BE INTERRED IN THE GRAVE. ONLY THE OWNER OF THE BURIAL RIGHTS TO GRAVE HAS THE RIGHT TO ORDER GRAVE MARKER. WHEN ORDERING A GRAVE MARKER FROM A MONUMENT COMPANY, THE MONUMENT COMPANY MUST CALL AND CONFIRM ALL REQUIREMENTS. A MARKER MUST MEET CEMETERY REQUIREMENTS OF SIZE AND MATERIAL OR IT WILL NOT BE PLACED ON THE CEMETERY GROUNDS.**

**ALL MARKERS AND/OR HEADSTONES WILL BE SET BY BARNES MEMORIAL ONLY.**

1. ONLY FLAT TYPE MARKERS WILL BE USED IN THE TULARE PUBLIC CEMETERY (EXCEPT SEE UPRIGHT MARKER SECTIONS NO. 8 BELOW).
2. ONLY GRANITE, MARBLE OR BRONZE MARKERS WILL BE ACCEPTED. ALL MARKERS MUST BE AT LEAST FIVE AND A HALF (5 ½) INCHES THICK. WE REQUIRE ALL MARKERS TO BE SET IN CONCRETE AROUND ALL FOUR (4) SIDES. THE CONCRETE BORDERS AID IN THE PREVENTION OF DAMAGE TO THE MARKERS BY MOWERS, EDGERS AND TRIMMERS.
3. ALL SETTING OF MARKERS WILL BE SET BY A COMPANY WITH APPROPRIATE BUSINESS AND CONTRACTORS LICENSES AND CORRECT LIABILITY INSURANCE LIMITS ON FILE WITH THE CEMETERY.
4. ONE (1) VASE REQUIRED PER MARKER. TWO (2) VASES PERMITTED FOR BABY AND SINGLE GRAVE MARKERS. FOUR (4) VASES PERMITTED FOR DOUBLE GRAVE MARKER 12" X 36", OR LARGER. VASES SHALL BE SPARTAN SERIES GRAY AAEON, OR EQUAL.
5. MARKER SIZE:
  - (A) SINGLE GRAVE MARKERS MAY BE: 12" X 24" OR 12" X 30"
  - (B) TWO (2) OR MORE GRAVE MARKERS MAY BE: 12" X 24", 12" X 30", 12" X 36", 12" X 48", 12" X 60" OR 12" X 72".
  - (C) BABY GRAVE MARKERS MUST BE: 8" X 16" **ONLY**.
6. ONE (1) OR TWO (2) 5" X 9" BRONZE PLAQUES FOR CREMATION BURIALS MAY BE ADDED TO THE CEMENT BORDER OF AN EXISTING MARKER.
7. UPRIGHT MARKERS PERMITTED ONLY IN: SECTIONS A, CENTRAL, CITY, EASTERN, INYO, ODDFELLOW, RESUB & SOUTHEAST – 1 **ONLY**.
  - (A) THE BASE SIZES SHALL BE THE SAME AS IN THE FLAT MARKER SECTIONS (SEE NO.5 ABOVE). A TOTAL HEIGHT OF 60" INCHES IS ALLOWED FOR THE UPRIGHT MARKERS. THIS INCLUDES THE BASE AND MARKER. BASE TO BE 6" MINIMUM HEIGHT. DIES OR UPRIGHTS TO BE A MINIMUM OF 6" IN THICKNESS.
8. REQUESTS FOR BENCHES MUST BE IN WRITING ADDRESSED TO THE BOARD OF TRUSTEES AND APPROVED BY THE TRUSTEES. BENCH PADS TO BE POURED BY CEMETERY EMPLOYEES.
9. **UPKEEP FOR GRAVE MARKERS IS THE RESPONSIBILITY OF THE PURCHASER.**
10. **THE MEMORIAL MARKERS, ALSO CALLED HEADSTONES OR GRAVE MARKERS, ARE THE PROPERTY OF THE PURCHASER. THE CEMETERY IS IN NO WAY RESPONSIBLE FOR THE HEADSTONE OR ANY DAMAGE TO THEM AFTER THEY ARE INSTALLED IN THE CEMETERY. REPAIRS DUE TO VANDALISM, WEATHER OR ROUTINE GROUND MAINTENANCE MUST BE DONE AT THE OWNER'S EXPENSE. THE CEMETERY SHALL MAKE REPAIRS IF THE DAMAGE IS DONE BY A CEMETERY EMPLOYEE.**

BOARD OF TRUSTEES  
TULARE PUBLIC CEMETERY DISTRICT  
ADOPTED MAY 8, 2002

(REV. 06/12/2002)  
(REV. 06/13/2007)  
(REV. 09/17/2008)  
(REV. 12/10/2010)  
(REV. 01/08/2014)  
(REV. 10/08/2014)  
(REV. 04/12/2017)



# Occupant Detail Report

## Tulare Public Cemetery

Duran, Mark Anthony

<b>Occupant Name:</b> Duran, Mark Anthony <b>Interment #:</b> <b>Date of Birth:</b> 1/1/1980 <b>Est:</b> <input type="checkbox"/> <b>Place of Birth:</b> <b>Birth State:</b> <b>Age:</b> <b>Sex:</b> <b>Ethnic Background:</b>  <b>Resident:</b> <input type="checkbox"/> <b>Indigent:</b> <input type="checkbox"/>  <b>Veteran:</b> <input type="checkbox"/> <b>Branch:</b> <b>Era:</b>	<b>Grave Address:</b> TPC-H---363 <b>Location Note:</b> A <b>Owner Deed Nbr:</b> <b>Relation to Owner:</b>  <b>Date of Death:</b> 4/15/2008 <b>Est:</b> <input type="checkbox"/> <b>Date of Burial:</b> 4/28/2008 <b>Est:</b> <input type="checkbox"/> <b>Cremation Date:</b> <b>Est:</b> <input type="checkbox"/> <b>Service Date/Time:</b> 4/28/2008      10:00 AM <b>Death Certificate Nbr:</b> <b>Burial Permit:</b> <b>Transfer Permit:</b>  <b>Cause of Death:</b> <b>Place of Death:</b> Phoenix, AZ	<b>Faith/Establishment:</b> <b>Funeral Home:</b> Peers Lorentzen Funeral Service, I <b>Type of Burial:</b> Double Depth Burial <b>Type of Casket/Vault:</b> <b>Opening Cost:</b> \$0.00 <b>Closing Cost:</b> \$0.00 <b>Sexton :</b>  <b>Former Name:</b> <b>Suffix:</b> <b>Former Address:</b> <b>Former Address2:</b> <b>Former City, State:</b> <b>Former ZipCode:</b>
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### Interested Parties

Contact(s)	Role	Relation to Occupant	Phone	Email
Reynaldo H. Duran	Informant		(559)686-3015	

### Genealogy

<b>Former/Maiden Name:</b> <b>Mother's Name (Maiden):</b> <b>Maternal Grandmother:</b> <b>Maternal Grandfather:</b> <b>Spouse:</b>	<b>Former Name Suffix:</b> <b>Father's Name:</b> <b>Paternal Grandmother:</b> <b>Paternal Grandfather:</b> <b>Children:</b>
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**Siblings:**  
**Relatives**  
**Genealogy Comments**

**AKA Name(s)**  
**Name**

**Online Memorial Pages**  
**URL**

**Notes**

### Report Filter Criteria

Keset headstone chipped by  
mower

30" stone

Done by Chris 3-4-21

**Tulare Public Cemetery  
Grave Detail Report**

<b>Cemetery Name</b> Tulare Public Cemetery	<b>Section</b> E	<b>Block</b>	<b>Lot-Row</b>	<b>Grave-Ext</b> 1429
<b>Grave Type</b>	<b>Status</b> Occupied	<b>Date of Status</b>	<b>Square Feet</b> 0.0000	

<b>Owner(s)</b>				
<b>Name</b> ERNEST OR MARY GARRISON	<b>Phone</b>	<b>Mobile</b>	<b>Email</b>	<b>Resident</b> <input type="checkbox"/>

<b>Occupant(s)</b>			
<b>Name</b> Mary Dean Garrison	<b>Location Note</b>	<b>Date of Burial</b> 4/9/2009	<b>Burial Type</b> Single Burial

<b>Reserved For</b>			
<b>Name</b>	<b>Phone</b>	<b>Mobile</b>	<b>Email</b>

<b>Deed Information</b>			
<b>Deed #</b>	<b>Date of Deed</b> 6/28/1979	<b>Last Transfer Da</b>	<b>Previous Owner</b>
<b>Check #</b>	<b>Payment Date</b>	<b>Purchase Date</b>	<b>Sales Agent</b>
<b>Shared Deed Comments</b>			

<b>Care/Memorial Information</b>				
<b>Purchase Plan</b>	<b>Plan Price</b> \$0.00	<b>Perpetual Care Plan</b>	<b>Perpetual Care Price</b> \$0.00	<b>Inscription</b>
<b>Purchase/Care Plan Comments</b>				
<b>Memorial Company</b>	<b>Memorial Type</b> YES	<b>Date Placed</b>	<b>Manufacturer</b>	<b>Material</b>

<b>Grave Notes</b> Single Burial VACANT 04/09/2009 -- Receipt No. 16700  Received check payment from Peers-Lorentzen F.S. for a single burial at the Kern Cemetery.  06-28-1979 -- PD BY CHECK - 220.00	<b>Date</b>	<b>Category</b> Comment Int Legacy Comment 1 Note   Note	<b>Alert</b>
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<b>Grave UDFs</b>		
<b>Receipt Number</b> 0	<b>Grave Book</b> 6	<b>Receipt Date</b>
<b>Receipt Number 2</b>	<b>Grave Page</b> 47	<b>Date #2:</b>
<b>Receipt Number 3</b>	<b>Total Amount</b>	<b>Date #3:</b>
<b>Alpha #4:</b>	<b>Work Order</b>	<b>Date #4:</b>

Report Filter Criteria

Maureen Santos

3' stone

She was called today at 11:10 no answer

288-3464

Was set today 2/22/20



# Q U O T A T I O N

PAGE: 1

California Turf Equipment & Supply Inc.  
956 N J STREET  
TULARE, CA 93274 USA  
Phone #: (559)688-2505  
Fax #: (559)688-0861

PHONE #: **686-5544**  
CELL #: **(559)723-2004**  
ALT. #: **152172**  
P.O.#:  
TERMS: **Net 30**  
SALES TYPE: **Quote**

DATE: **2/18/2021**  
ORDER #: **270496**  
CUSTOMER #: **3703**  
CP: **JULIO**  
LOCATION: **1**  
STATUS: **Active**

## **BILL TO 3703**

TULARE PUBLIC CEMETARY  
900 E KERN AVE  
TULARE, CA 93274

## **SHIP TO**

TULARE CITY CEMETARY  
900 E TRENT  
TULARE, CA 93274

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
EXM	LZS80TDYM604W0	EXMARK DIESEL 25HP YAMAR ENG 60"	1	\$21,499.00	\$17,199.00	\$17,199.00
EXM	MK606	KIT,MULCH 606	1	\$434.49	\$316.00	\$316.00

Quotation

SUBTOTAL: **\$17,515.00**  
TAX: **\$1,444.99**  

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ORDER TOTAL: **\$18,959.99**

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Authorized By: \_\_\_\_\_

# Bliss Power Lawn Equipment Co

1715 Fulton Ave

Sacramento, CA 95825

Phone: (916) 483-1167 Fax: (916) 483-0381

## Estimate

**257089**

Thank you for your business! We hope to see you back soon. Items must be returned in the original package. Receipt required for full credit. All merchandise returned is subject to a 20% re-stocking fee. No returns on special order, electrical or assembly parts.  
STATE OF CA SMALL BUSINESS(MICRO)# 24291

Bill To				Ship To			
TULARE PUBLIC CEMETARY							
Customer	Contact	Customer Tax Number	Phone	Cell Phone	Transaction	PO Number	
66803			(916) -		Estimate	BID	
Counter Person	Sales Person	Date Printed	Reference	Email Address		Department	
Casey Bliss	Casey Bliss	02/18/21	257089			A-Bid Assist Sales	

Part Number	Line	Description	Ordered	B/O'd	Shipped	List	Net Each	Amount
MK606	EXMA	KIT,MULCH 606	1		1	\$402.99	\$402.99	\$402.99
Model	Line	Description	Ordered	B/O'd	Shipped	List	Net	Amount
LZS80TDYM604W0	EXMW	60" LAZER Z DIESEL 24.9HP TURBO YAN	1		1	\$23,309.00	\$17,199.99	\$17,199.99

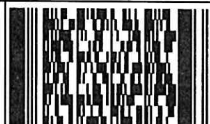
### Wholegoods Notes

YANMAR 3TNV80FT DIESEL ENGINE

Sub Total	\$17,602.98
Miscellaneous	\$0.00
Labor	\$0.00
Sales Tax	\$1,364.23
Grand Total	\$18,967.21

Thank you for your business! We hope to see you back soon. Items must be returned in the original package. Receipt required for full credit. All merchandise returned is subject to a 20% re-stocking fee. No returns on special order, electrical or assembly parts.

Notes:



Customer acknowledges receipt thereof:

# Q U O T A T I O N

PAGE: 1

SHARPENING SHOP  
2620 LANDER AVE  
TURLOCK, CA 95380  
Phone #: (209)632-2372  
Fax #: (209)632-7506

PHONE #:  
CELL #:  
ALT. #:  
P.O.#:  
TERMS: **Cash**  
SALES TYPE: **Quote**

DATE: **2/18/2021**  
ORDER #: **1241558**  
CUSTOMER #: **30544**  
CP: **RB**  
LOCATION: **1**  
STATUS: **Active**

**BILL TO 30544**

TULARE PUBLIC CEMETERY

**SHIP TO**

TULARE PUDLIC CEMETERY

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
EXM	LZS80TDYM604W0	60" LAZER DIESEL 25HP TURBO YANMAR with SUSP. SEAT AND SEMI-	1	\$21,499.00	\$18,274.00	\$18,274.00
EXM	MK606	KIT,MULCH 606	1	\$394.99	\$336.00	\$336.00

Prices reflected on this quote are valid for 30 days.

WARNING: This product can expose you to chemicals which are known to the State of California to cause cancer, birth defects or other reproductive harm.

SUBTOTAL:	<b>\$18,610.00</b>
TAX:	<b>\$1,465.54</b>
ORDER TOTAL:	<b><u>\$20,075.54</u></b>

Authorized By: \_\_\_\_\_