

# Tulare Public Cemetery District

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

## BOARD AGENDA

**Special Board Meeting**  
**September 2, 2021**  
**9:00 A.M.**

### **PRELIMINARIES:**

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Public Comments (Three (3) Minutes Per Person)
- 1.4 Trustee 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 **PUBLIC HEARING**-Review and Approve of Proposed Price Increases for Kern and North Cemeteries
- 2.2 PTO (Paid Time Off) Discussion/Action Continuation on (4.14)
- 2.3 Review of Amended Bylaws Continuation (4.11)

### **CLOSED SESSION:**

- 3.2 **CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**  
Pending Litigation (Government Code Section 54956.9(d)(2))  
Claims by Tammie and Angela Lasswell
- 3.3 **CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION**  
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))  
Regarding Public Hearing on Price Increases for the Kern and North Cemeteries

**ANNOUNCEMENT OUT (If any):**

**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 CEMETERY WORKSHEET FOR CALCULATING COST OF SERVICES 2021-2022 FISCAL YEAR**

Assumptions:

Expense Annual Budget = \$1,339,800.

Income from Property Tax is 195,000. So Net Prop Tax Income from Total Exp = \$1,144,800

Cost of budgeted Payroll & Benefits = \$721,000.

Total 11 Employees, 8 Grounds, 2 Office, 1 Manager.

Cost of Grounds and Office is 75% Grounds and 25% Office (Mgr cost is split between both)

Three Scenerios Will Be Calculated: Expense minus Prop Tax, Total Exp, and Payroll/Benefit Cost Only

Annual Exp Gmen	\$1,144,800	X	0.75	\$858,600
Annual Exp Office	\$1,144,800	X	0.25	\$286,200
Annual Exp Gmen	\$1,339,800	X	0.75	\$1,004,850
Annual Exp Office	\$1,339,800	X	0.25	\$334,950
Annual Payroll Gmen	\$721,000	X	0.75	\$540,750
Annual Payroll Office	\$721,000	X	0.25	\$180,250

350 Annual Interments and 82 Annual Pre Needs.

Interments are 70% body and 30% cremation = 245 Body & 105 Cremation

Groundmen Cost of Interment: Body Burial 4 Hours X 2 Men (8 hours total).

Niche/Cremation is 2 Hour X 1 Man (2 hours total).

**Using Total Expense of 1,144,800 (1,339,800 - 195,000):**

8 X 245 + 2 X 105 = 2170. Cost Per Interment/Hr = \$858,600/2170	\$396
Cost Per Body Burial 8 Hours Total	\$3,165
Cost Per Niche/Cremation 2 Hours Total	\$791
Office Cost of Office = 350 + 82 = 432 Transactions. Cost Per Transaction = \$286,200/432	\$663
Office Cost of Only As Needs. \$286,200/350	\$818

**Using Total Expense of 1,339,800:**

8 X 245 + 2 X 105 = 2170. Cost Per Interment/Hr = 1,004,850/2170	\$463
Cost Per Body Burial 8 Hours Total	\$3,705
Cost Per Niche/Cremation 2 Hours Total	\$926
Office Cost of Office = 350 + 82 = 432 Transactions. Cost Per Trans = 334,950/432	\$775
Office Cost of Only As Needs. Cost Per Trans = 334,950/350	\$957

**Using Payroll & Benefits Expense of \$721,000:**

8 X 245 + 2 X 105 = 2170. Cost Per Interment/Hr = 540,570/2170	\$249
Cost Per Body Burial 8 Hours Total	\$1,993
Cost Per Niche/Cremation 2 Hours Total	\$498
Office Cost of Office = 350 + 82 = 432 Transactions. Cost Per Transaction = 180,250/432	\$417
Office Cost of Only As Needs. 180,250/350	\$515

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TULARE PUBLIC CEMETERY  
KERN ST CEMETERY

**KERN CEMETERY (PROPOSED PRICE INCREASES AND PERCENTAGES IN RED)**

<u>SINGLE BURIAL GRAVE-FLAT STONE ROW</u>				<u>BABY BURIAL GRAVE-1/2 GRAVE</u>			
GRAVE - ADULT	\$	2,856.00	\$2,856.00	1/2 GRAVE - BABY	\$	900.00	\$900.00
OPEN/CLOSE	\$	688.00	\$1,300.00	OPEN/CLOSE	\$	210.00	\$210.00
CRYPT FLAT TOP	\$	500.00	\$500.00	38" BABY CRYPT	\$	246.00	\$246.00
SALES TAX	\$	41.25	\$41.25	SALES TAX	\$	20.30	\$20.30
HANDLING FEE	\$	263.00	\$0.00	HANDLING FEE	\$	105.00	\$0.00
ADMINISTRATION FEE	\$	300.00	\$300.00	ADMINISTRATION FE	\$	158.00	\$100.00
ENDOWMENT CARE	\$	266.00	\$393.00	ENDOWMENT CARE	\$	134.00	\$195.00
<b>TOTAL</b>	<b>\$</b>	<b>4,914.25</b>	<b>\$5,390.25</b>	<b>TOTAL</b>	<b>\$</b>	<b>1,773.30</b>	<b>\$1,671.30</b>
		% Increase	10%				-6%

<u>SINGLE BURIAL GRAVE - TALL STONE ROW</u>				<u>CREMATION BURIAL FLAT 1/2 GRAVE</u>			
GRAVE ADULT	\$	3,000.00	\$3,000.00	1/2 GRAVE	\$	1,428.00	\$1,428.00
OPEN/CLOSE	\$	688.00	\$1,300.00	OPEN/CLOSE	\$	313.00	\$400.00
CRYPT FLAT TOP	\$	500.00	\$500.00	URN/VAULT-REG	\$	166.00	\$166.00
SALES TAX	\$	41.25	\$41.25	SLAES TAX	\$	13.70	\$13.70
HANDLING FEE	\$	263.00	\$0.00	HANDLING FEE	\$	27.00	\$0.00
ADMINISTRATION FEE	\$	300.00	\$300.00	ADMINSTRATION FEE	\$	158.00	\$300.00
ENDOWMENT CARE	\$	266.00	\$393.00	ENDOWMENT CARE	\$	134.00	\$195.00
<b>TOTAL</b>	<b>\$</b>	<b>5,058.25</b>	<b>\$5,534.25</b>	<b>TOTAL</b>	<b>\$</b>	<b>2,239.70</b>	<b>\$2,502.70</b>
			9%				12%

<u>DOUBLE DEPTH BURIAL GRAVE-FLAT STONE ROW</u>				<u>CREMATION BURIAL - TALL 1/2 GRAVE</u>			
GRAVE-ADULT	\$	2,856.00	\$2,856.00	1/2 GRAVE	\$	2,250.00	\$2,250.00
OPEN/CLOSE	\$	1,050.00	\$1,800.00	OPEN/CLOSE	\$	313.00	\$500.00
CRYPT FLAT TOP	\$	500.00	\$500.00	URN VAULT- REG.	\$	166.00	\$166.00
SALES TAX	\$	41.25	\$41.25	SALES TAX	\$	13.70	\$13.70
HANDLING FEE	\$	263.00	\$0.00	HANDLING FEE	\$	27.00	\$0.00
ADMINISTRATION FEE	\$	300.00	\$300.00	ADMINITRATION FEE	\$	158.00	\$300.00
ENDOWMENT CARE	\$	393.00	\$393.00	ENDOWMENT CARE	\$	134.00	\$195.00
<b>TOTAL</b>	<b>\$</b>	<b>5,403.25</b>	<b>\$5,890.25</b>	<b>TOTAL</b>	<b>\$</b>	<b>3,061.70</b>	<b>\$3,424.70</b>
			9%				12%

<u>DOUBLE DEPTH BURIAL GRAVE-TALL STONE ROW</u>				<u>HANDLING FEE CRYPTS &amp; VAULTS</u>	
GRAVE ADULT	\$	3,000.00	\$3,000.00	GARDEN CRYPT	\$ 263.00
OPEN/CLOSE	\$	1,050.00	\$1,800.00	FLAT TOP CRYPT	\$ 263.00
CRYPT FLAT TOP	\$	500.00	\$500.00	MONTICELLO	\$ 315.00
SALES TAX	\$	41.25	\$41.25	CONTINENTAL	\$ 315.00
HANDLING FEE	\$	263.00	\$0.00	OVESIZE CRYPTS	\$ 368.00
ADMINISTRATION FEE	\$	300.00	\$300.00	URN VAULTS	\$ 27.00
ENDOWMENT CARE FEE	\$	393.00	\$393.00	BABY	\$ 105.00
<b>TOTAL</b>	<b>\$</b>	<b>5,547.25</b>	<b>\$6,034.25</b>		
			9%		

**SALES TAX 8.25%**

**NO REFUNDS**

**CHECKS MUST BE FOR THE EXACT AMOUNT ONLY**

**CREDIT CARD, CHECK OR MONEY ORDER ONLY ON BURIAL**

**NON-RESIDENT/OUT OF DISTRICT FEE IS 15% OF TOTAL COST**

\*\*As of May 26th, 2018 Tulare Public Cemetery will be having Saturday services. The cost for all Saturday services will be an additional \$1000.00. Services starting at 8am to 10am and ending no later than 1pm.

TULARE PUBLIC CEMETERY  
NORTH J ST CEMETERY

**NORTH CEMETERY (PROPOSED PRICE INCREASES AND PERCENTAGES IN RED)**

<u>SINGLE BURIAL GRAVE-FLAT STONE ROW</u>			Pre-Need	<u>BABY BURIAL GRAVE-1/2 GRAVE</u>		
GRAVE - ADULT	\$ 1,000.00	\$1,200.00	\$1,200.00	1/2 GRAVE - BABY	\$ 315.00	\$600.00
OPEN/CLOSE	\$ 688.00	\$1,300.00		OPEN/CLOSE	\$ 210.00	\$210.00
CRYPT FLAT TOP	\$ 500.00	\$500.00		38" BABY CRYPT	\$ 246.00	\$246.00
SALES TAX	\$ 41.25	\$41.25		SALES TAX	\$ 20.30	\$20.30
HANDLING FI Marker Fee	\$ 263.00	\$400		HANDLING Marker Fee	\$ 105.00	\$200.00
ADMINISTRATION FEE	\$ 300.00	\$300.00	\$300.00	ADMINISTRATION FE	\$ 158.00	\$100.00
ENDOWMENT CARE	\$ 266.00	\$393.00	\$393.00	ENDOWMENT CARE	\$ 134.00	\$195.00
<b>TOTAL</b>	<b>\$ 3,058.25</b>	<b>\$4,134.25</b>	<b>\$1,893.00</b>	<b>TOTAL</b>	<b>\$ 1,188.30</b>	<b>\$1,571.30</b>
	% Increase	35%	39%			32%

<u>SINGLE BURIAL GRAVE - TALL STONE ROW</u>			Pre-Need	<u>CREMATION BURIAL FLAT 1/2 GRAVE</u>		
GRAVE ADULT	\$ 1,575.00	\$1,800.00	\$1,800.00	1/2 GRAVE	\$ 500.00	\$500.00
OPEN/CLOSE	\$ 688.00	\$1,300.00		OPEN/CLOSE	\$ 313.00	\$400.00
CRYPT FLAT TOP	\$ 500.00	\$500.00		URN/VAULT-REG	\$ 166.00	\$166.00
SALES TAX	\$ 41.25	\$41.25		SLAES TAX	\$ 13.70	\$13.70
HANDLING FI Marker Fee	\$ 263.00	\$400		HANDLING Marker Fee	\$ 27.00	\$400.00
ADMINISTRATION FEE	\$ 300.00	\$300.00	\$300.00	ADMINSTRATION FEE	\$ 158.00	\$300.00
ENDOWMENT CARE	\$ 266.00	\$393.00	\$393.00	ENDOWMENT CARE	\$ 134.00	\$195.00
<b>TOTAL</b>	<b>\$ 3,633.25</b>	<b>\$4,734.25</b>	<b>\$2,493.00</b>	<b>TOTAL</b>	<b>\$ 1,311.70</b>	<b>\$1,974.70</b>
		30%	29%			51%

<u>DOUBLE DEPTH BURIAL GRAVE-FLAT STONE ROW</u>			Pre-Need	<u>CREMATION BURIAL - TALL 1/2 GRAVE</u>		
GRAVE-ADULT	\$ 1,000.00	\$1,200.00	\$1,200.00	1/2 GRAVE	\$ 788.00	\$788.00
OPEN/CLOSE	\$ 1,033.00	\$1,800.00		OPEN/CLOSE	\$ 313.00	\$500.00
CRYPT FLAT TOP	\$ 500.00	\$500.00		URN VAULT- REG.	\$ 166.00	\$166.00
SALES TAX	\$ 41.25	\$41.25		SALES TAX	\$ 13.70	\$13.70
HANDLING FI Marker Fee	\$ 263.00	\$400		HANDLING Marker Fee	\$ 27.00	\$400.00
ADMINISTRATION FEE	\$ 300.00	\$300.00	\$300.00	ADMINISTRATION FEE	\$ 158.00	\$300.00
ENDOWMENT CARE	\$ 393.00	\$393.00	\$393.00	ENDOWMENT CARE	\$ 134.00	\$195.00
<b>TOTAL</b>	<b>\$ 3,530.25</b>	<b>\$4,634.25</b>	<b>\$1,893.00</b>	<b>TOTAL</b>	<b>\$ 1,599.70</b>	<b>\$2,362.70</b>
		31%	36%			48%

<u>DOUBLE DEPTH BURIAL GRAVE-TALL STONE ROW</u>			Pre-Need	<u>HANDLING FEE CRYPTS &amp; VAULTS</u>		
GRAVE ADULT	\$ 1,575.00	\$1,800.00	\$1,800.00	GARDEN CRYPT	\$ 263.00	
OPEN/CLOSE	\$ 1,033.00	\$1,800.00		FLAT TOP CRYPT	\$ 263.00	
CRYPT FLAT TOP	\$ 500.00	\$500.00		MONTICELLO	\$ 315.00	
SALES TAX	\$ 41.25	\$41.25		CONTINENTAL	\$ 315.00	
HANDLING FI Marker Fee	\$ 263.00	\$400		OVESIZE CRYPTS	\$ 368.00	
ADMINISTRATION FEE	\$ 300.00	\$300.00	\$300.00	URN VAULTS	\$ 27.00	
ENDOWMENT CARE FEE	\$ 393.00	\$393.00	\$393.00	BABY	\$ 105.00	
<b>TOTAL</b>	<b>\$ 4,105.25</b>	<b>\$5,234.25</b>	<b>\$2,493.00</b>			
		28%	27%			

**SALES TAX 8.25%**

**NO REFUNDS**

**CHECKS MUST BE FOR THE EXACT AMOUNT ONLY**

**CREDIT CARD, CHECK OR MONEY ORDER ONLY ON BURIAL**

**NON-RESIDENT/OUT OF DISTRICT FEE IS 15% OF TOTAL COST AND IF APPLICABLE UP TO \$726.00**

**\*\*As of May 26th, 2018 Tulare Public Cemetery will be having Saturday services. The cost for all Saturday services will be an additional \$1000.00. Services starting at 8am to 10am and ending no later than 1pm.**



**Final Tulare Cemetery Budget 2021-22 Approved 7/22/2021**

772	EXPENSES	2021-2022		2nd 2020-2021		2020-2021		2019-2020		2018-2019		2018-2019	
		Expense	Budgeted	Budgeted	Expense	Budgeted	Expense	Budgeted	Expense	Budgeted	Expense	Budgeted	Expense
	6001 Regular Salaries	525,000	370,000	330,000	409,928	248,500	258,533	249,330	246,339				
	6002 Overtime Pay	5,000	16,000	3,000	13,854	5,000	9,730	3,000	4,210				
	6004 Health Insurance	75,000	75,000	75,000	54,753	38,000	72,233	72,000	35,258				
	6005 Extra Help	4,000	1,912	26,912	14,810	55,000	68,808	50,000	55,683				
	6008 Director's Fee	4,000	4,000	4,000	3,650	3,000	2,325	4,000	2,475				
	6011 Retirement	45,000	37,500	37,500	39,898	24,000	33,568	33,000	23,638				
	6012 Social Security	40,000	31,845	31,845	32,684	18,000	20,522	18,000	16,489				
	6015 Worker's Comp Ins	20,000	25,000	25,000	8,244	18,000	22,323	20,000	15,646				
	6016 Unemployment Ins	3,000	2,000	2,000	2,371	5,000	1,624	4,000	4,624				
	6000 Payroll & Emp Benefits-Other	0	10,000	0	4,902		-12						
<b>Total</b>	<b>Salaries &amp; Employee Benefits</b>	<b>721,000</b>	<b>573,257</b>	<b>535,257</b>	<b>585,094</b>	<b>414,500</b>	<b>489,654</b>	<b>453,330</b>	<b>404,362</b>				
	7004 Clothing & Personal Supplies	7,000	7,000	7,000	4,594	4,000	4,007	8,000	3,146				
	7005 Telecommunications	6,000	6,000	6,000	6,126	6,000	7,171	7,000	5,203				
	7006 Garden Crypts/Vaults	75,000	100,000	75,000	95,102	65,000	71,660	110,000	57,392				
	7009 Household Supplies	1,500	1,500	1,500	2,205	1,500	1,491	0	0				
	7010 Insurance	20,000	20,000	20,000	15,838	21,000	17,029	20,000	20,407				
	7025 Mileage Reimbursement Exp	200	0	0	0	0	67	0	0				
	7030 Repairs Maintenance	110,000	200,000	110,000	165,666	107,000	110,413	100,000	143,155				
	7036 Office Expense	20,000	25,000	25,000	24,533	24,500	13,712	11,000	10,929				
	7039 Miscellaneous	700	700	700	17,097	2,500	661	0	2,740				
	7043 Professional Expense	50,000	40,000	40,000	53,116	20,500	40,542	24,000	39,964				
	7045 Security Expense	25,000	20,000	2,500	3,956	4,000	2,170	0	1,144				
	7059 Publications & Legal Notices	3,000	3,000	3,000	4,553	3,000	6,877	12,000	2,479				
	7073 Training	10,000	10,000	10,000	3,864	8,000	6,769	10,000	7,167				
	7081 Utilities	50,000	40,000	40,000	59,984	45,000	41,742	40,000	45,351				
<b>Total</b>	<b>Sevices &amp; Supplies</b>	<b>378,400</b>	<b>473,200</b>	<b>340,700</b>	<b>456,634</b>	<b>312,000</b>	<b>324,311</b>	<b>342,000</b>	<b>339,077</b>				
	7003 Tax Admin Fee/Penalties	500	500	500	569	6,000	1,317	0	0				
	7425 Taxes & Assessments	1,300	1,300	1,300	247	1,500	1,299	9,000	1,299				
	<b>CAPITAL OUTLAY</b>												
	8000 Land	0	0	0	0	0	0	10,000	0				
	8001 Cem Plots Repurchase	5,000	20,000	5,000	10,800	10,000	4,865	5,000	7,889				
	8100 Bldg & Improv	100,000	250,000	250,000	69,109	18,000	0	20,000	0				
	8300 New F/A	133,600	175,155	75,000	125,217	50,000	52,190	40,000	0				
<b>Total</b>		<b>238,600</b>	<b>445,155</b>	<b>330,000</b>	<b>205,126</b>	<b>78,000</b>	<b>57,055</b>	<b>75,000</b>	<b>7,889</b>				
	9999 Covid 19 Exp				2080								
<b>SUBTOTAL</b>		<b>1,339,800</b>	<b>1,493,412</b>	<b>1,207,757</b>	<b>1,249,750</b>	<b>812,000</b>	<b>873,636</b>	<b>879,330</b>	<b>752,627</b>				
	7432 Contingencies	121,400	130,000	130,000	0	0	0	100,000	0				
	<b>TOTAL BUDGET 772</b>	<b>1,461,200</b>	<b>1,623,412</b>	<b>1,337,757</b>	<b>1,249,750</b>	<b>812,000</b>	<b>873,636</b>	<b>979,330</b>	<b>752,627</b>				

TULARE PUBLIC CEMETERY DISTRICT  
2019-2021 Y-T-D INTERMENTS

JULY INTERMENTS 2019

BODY BURIALS	KERN	6
	NORTH	12
NICHES/HEX		1
CREMATION BURIALS	KERN	6
	NORTH	0
BABY BURIALS	KERN	0
	NORTH	0
<b>TOTALS</b>		<b>25</b>

JULY INTERMENTS 2020

BODY BURIALS	KERN	6
	NORTH	18
NICHES/HEX		1
CREMATION BURIALS	KERN	3
	NORTH	5
BABY BURIALS	KERN	0
	NORTH	1
<b>TOTALS</b>		<b>34</b>

JULY INTERMENTS 2021

BODY BURIALS	KERN	8
	NORTH	14
NICHES/HEX		2
CREMATION BURIALS	KERN	1
	NORTH	0
BABY BURIALS	KERN	0
	NORTH	1
<b>TOTALS</b>		<b>26</b>

BODY CREMATION TOTAL

JAN	14	8	22
FEB	15	9	24
MAR	28	4	32
APR	16	10	26
MAY	18	7	25
JUN	11	4	15
JULY	18	7	25

**TOTAL 120 49 169**  
Percentage 71% 29%

BODY CREMATION TOTAL

JAN	33	6	39
FEB	20	6	26
MAR	25	8	33
APR	15	8	23
MAY	25	9	34
JUNE	18	6	23
JULY	25	9	34

**TOTAL 161 52 213**  
Percentage 76% 24%

BODY CREMATION TOTAL

JAN	39	15	54
FEB	39	12	51
MAR	25	12	37
APR	18	13	31
MAY	20	9	29
JUNE	24	17	41
JULY	23	3	26

**TOTAL 188 81 269**  
Percentage 70% 30%

Five Year Interment History

Year	Body	Cremation	Total
2016	236	94	330
2017	235	94	329
2018	222	76	298
2019	220	95	315
2020	281	98	379



TULARE PUBLIC CEMETERY DISTRICT

KERN STREET CEMETERY

900 E. KERN AVE. \*\*TULARE, CA 93274\*\*PHONE(559)686-5544\*\*Fx(559)686-7484

PRICES EFFEICTIVE April 1, 2019

<b>SINGLE BURIAL GRAVE-FLAT STONE ROW</b>		<b>BABY BURIAL GRAVE-1/2 GRAVE</b>	
GRAVE - ADULT	\$ 2,856.00	1/2 GRAVE - BABY	\$ 900.00
OPEN/CLOSE	\$ 688.00	OPEN/CLOSE	\$ 210.00
CRYPT FLAT TOP	\$ 500.00	38" BABY CRYPT	\$ 246.00
SALES TAX	\$ 41.25	SALES TAX	\$ 20.30
HANDLING FEE	\$ 263.00	HANDLING FEE	\$ 105.00
ADMINISTRATION FEE	\$ 300.00	ADMINISTRATION FE	\$ 300.00
ENDOWMENT CARE	\$ 266.00	ENDOWMENT CARE	\$ 134.00
<b>TOTAL</b>	<b>\$ 4,914.25</b>	<b>TOTAL</b>	<b>\$ 1,915.30</b>
<b>SINGLE BURIAL GRAVE - TALL STONE ROW</b>		<b>CREMATION BURIAL FLAT 1/2 GRAVE</b>	
GRAVE ADULT	\$ 3,000.00	1/2 GRAVE	\$ 1,428.00
OPEN/CLOSE	\$ 688.00	OPEN/CLOSE	\$ 313.00
CRYPT FLAT TOP	\$ 500.00	URN/VAULT-REG	\$ 166.00
SALES TAX	\$ 41.25	SLAES TAX	\$ 13.70
HANDLING FEE	\$ 263.00	ADMINSTRATION FEE	\$ 300.00
ADMINISTRATION FEE	\$ 300.00	ENDOWMENT CARE	\$ 134.00
ENDOWMENT CARE	\$ 266.00	<b>TOTAL</b>	<b>\$ 2,354.70</b>
<b>TOTAL</b>	<b>\$ 5,058.25</b>		
<b>DOUBLE DEPTH BURIAL GRAVE-FLAT STONE ROW</b>		<b>CREMATION BURIAL - TALL 1/2 GRAVE</b>	
GRAVE-ADULT	\$ 2,856.00	1/2 GRAVE	\$ 2,250.00
OPEN/CLOSE	\$ 1,050.00	OPEN/CLOSE	\$ 313.00
CRYPT FLAT TOP	\$ 500.00	URN VAULT- REG.	\$ 166.00
SALES TAX	\$ 41.25	SALES TAX	\$ 13.70
HANDLING FEE	\$ 263.00	ADMINITRATION FEE	\$ 300.00
ADMINISTRATION FEE	\$ 300.00	ENDOWMENT CARE	\$ 134.00
ENDOWMENT CARE	\$ 393.00	<b>TOTAL</b>	<b>\$ 3,176.70</b>
<b>TOTAL</b>	<b>\$ 5,403.25</b>		
<b>DOUBLE DEPTH BURIAL GRAVE-TALL STONE ROW</b>		<b>HANDLING FEE CRYPTS &amp; VAULTS</b>	
GRAVE ADULT	\$ 3,000.00	GARDEN CRYPT	\$ 263.00
OPEN/CLOSE	\$ 1,050.00	FLAT TOP CRYPT	\$ 263.00
CRYPT FLAT TOP	\$ 500.00	MONTICELLO	\$ 315.00
SALES TAX	\$ 41.25	CONTINENTAL	\$ 315.00
HANDLING FEE	\$ 263.00	OVESIZE CRYPTS	\$ 368.00
ADMINISTRATION FEE	\$ 300.00	BABY	\$ 105.00
ENDOWMENT CARE FEE	\$ 393.00		
<b>TOTAL</b>	<b>\$ 5,547.25</b>		
<b>SALES TAX 8.25%</b>		<b>NO REFUNDS</b>	
<b>CHECKS MUST BE FOR THE EXACT AMOUNT ONLY</b>		<b>CHECK OR MONEY ORDER ONLY ON BURIAL</b>	
<b>NON-RESIDENT FEE IF APPLICABLE: ADULT 15% of Cost; CREMATION &amp; BABY 15% of Current Cost</b>			
**As of May 26th, 2018 Tulare Public Cemetery will be having Saturday serices. The cost for all Saturday services will be an additional \$1000.00. Services starting at 8am to 10am and ending no later than 2pm.			



TULARE PUBLIC CEMETERY DISTRICT  
**NORTH J STREET CEMETERY**  
 900 E. KERN AVE. \*\*TULARE, CA 93274\*\*PHONE(559)686-5544\*\*Fx(559)686-7484  
**PRICES EFFECTIVE April 1, 2019**

<b>SINGLE BURIAL GRAVE-FLAT STONE ROW</b>		<b>Pre-Need</b>	<b>BABY BURIAL GRAVE-1/2 GRAVE</b>	
GRAVE - ADULT	\$ 1,000.00		1/2 GRAVE - BABY	\$ 315.00
OPEN/CLOSE	\$ 688.00		OPEN/CLOSE	\$ 210.00
CRYPT FLAT TOP	\$ 500.00		38" BABY CRYPT	\$ 246.00
SALES TAX	\$ 41.25	\$ 1,266.00	SALES TAX	\$ 20.30
HANDLING FEE	\$ 263.00		HANDLING FEE	\$ 105.00
ADMINISTRATION FEE	\$ 300.00		ADMINISTRATION FE	\$ 300.00
ENDOWMENT CARE	\$ 266.00		ENDOWMENT CARE	\$ 134.00
<b>TOTAL</b>	<b>\$ 3,058.25</b>		<b>TOTAL</b>	<b>\$ 1,330.30</b>
<b>SINGLE BURIAL GRAVE - TALL STONE ROW</b>			<b>CREMATION BURIAL FLAT 1/2 GRAVE</b>	
GRAVE ADULT	\$ 1,575.00		1/2 GRAVE	\$ 500.00
OPEN/CLOSE	\$ 688.00		OPEN/CLOSE	\$ 313.00
CRYPT FLAT TOP	\$ 500.00		URN/VAULT-REG	\$ 166.00
SALES TAX	\$ 41.25	\$ 1,841.00	SLAES TAX	\$ 13.70
HANDLING FEE	\$ 263.00		ADMINSTRATION FEE	\$ 300.00
ADMINISTRATION FEE	\$ 300.00		ENDOWMENT CARE	\$ 134.00
ENDOWMENT CARE	\$ 266.00		<b>TOTAL</b>	<b>\$ 1,426.70</b>
<b>TOTAL</b>	<b>\$ 3,633.25</b>			
<b>DOUBLE DEPTH BURIAL GRAVE-FLAT STONE ROW</b>			<b>CREMATION BURIAL - TALL 1/2 GRAVE</b>	
GRAVE-ADULT	\$ 1,000.00		1/2 GRAVE	\$ 790.00
OPEN/CLOSE	\$ 1,033.00		OPEN/CLOSE	\$ 313.00
CRYPT FLAT TOP	\$ 500.00		URN VAULT- REG.	\$ 166.00
SALES TAX	\$ 41.25	\$ 1,393.00	SALES TAX	\$ 13.70
HANDLING FEE	\$ 263.00		ADMINITRATION FEE	\$ 300.00
ADMINISTRATION FEE	\$ 300.00		ENDOWMENT CARE	\$ 134.00
ENDOWMENT CARE	\$ 393.00		<b>TOTAL</b>	<b>\$ 1,716.70</b>
<b>TOTAL</b>	<b>\$ 3,530.25</b>			
<b>DOUBLE DEPTH BURIAL GRAVE-TALL STONE ROW</b>			<b>HANDLING FEE CRYPTS &amp; VAULTS</b>	
GRAVE ADULT	\$ 1,575.00		GARDEN CRYPT	\$ 263.00
OPEN/CLOSE	\$ 1,033.00		FLAT TOP CRYPT	\$ 263.00
CRYPT FLAT TOP	\$ 500.00		MONTICELLO	\$ 315.00
SALES TAX	\$ 41.25	\$ 1,968.00	CONTINENTAL	\$ 315.00
HANDLING FEE	\$ 263.00		OVESIZE CRYPTS	\$ 368.00
ADMINISTRATION FEE	\$ 300.00		BABY	\$ 105.00
ENDOWMENT CARE FEE	\$ 393.00			
<b>TOTAL</b>	<b>\$ 4,105.25</b>			
<b>SALES TAX 8.25%</b>			<b>NO REFUNDS</b>	
<b>CHECKS MUST BE FOR THE EXACT AMOUNT ONLY</b>			<b>CHECK OR MONEY ORDER ONLY ON BURIAL</b>	
<b>NON-RESIDENT FEE IF APPLICABLE: ADULT 15% of Cost; CREMATION &amp; BABY 15% of Current Cost</b>				
**As of May 26th, 2018 Tulare Public Cemetery will be having Saturday serices. The cost for all Saturday services will be an additional \$1000.00. Services starting at 8am to 10am and ending no later than 2pm.				



**TULARE PUBLIC CEMETERY DISTRICT**  
**900 EAST KERN AVE. \*\*\* TULARE, CA 93274 \*\*\* PHONE (559)686-5544**

**NICHE WALLS No. 1 - 4 PRICES EFFECTIVE APRIL 1, 2019**

<u>SINGLE INTERMENT</u>	<u>ROW 1</u>	<u>PER-NEED</u>	<u>ROW 2 THRU 4</u>	<u>PRE-NEED</u>	<u>ROW 5</u>	<u>PRE-NEED</u>
NICHE	\$ 1,304.00		\$ 1,630.00		\$ 979.00	
ENDOWMENT CARE	\$ 172.00	\$ 1,476.00	\$ 172.00	\$ 1,802.00	\$ 172.00	\$ 1,151.00
ADMINISTRATION FEE	\$ 300.00		\$ 300.00		\$ 300.00	
<b>TOTAL</b>	<b>\$ 1,776.00</b>		<b>\$ 2,102.00</b>		<b>\$ 1,451.00</b>	
NON-RESIDENT FEE	\$ 267.00		\$ 316.00		\$ 218.00	
<b>TOTAL</b>	<b>\$ 2,043.00</b>		<b>\$ 2,418.00</b>		<b>\$ 1,669.00</b>	

MAXIMUM OF 2 CREMAINS PER NICHE

**PLEASE NOTE: THE INSIDE DIMENSIONS OF OUR NICHE ARE:**

12" DEEP X 12" WIDE X 12" HIGH.

SINGLE NICHE INTERMENT : OUTSIDE DIMENSIONS OF URN USED MUST BE 10" DEEP X 10" WIDE X 10" HIGH

DOUBLE NICHE INTERMENTS: OUTSIDE DIMENSIONS OF URNS USED MUST BE 8" HIGH X 6" LONG X 4" DEEP OR SMALLER

**BEFORE ORDERING URNS, CHECK WITH CEMETERY FOR SIZE REQUIREMENTS.**

(REV. 01/31/2008)

**HEXAGON NO. 1 PRICES EFFECTIVE APRIL 1, 2019**

<u>SINGLE INTERMENT</u>	<u>ALL ROWS</u>
NICHE	\$ 750.00
ENDOWMENT CARE	\$ 172.00
ADMINISTRATION FEE	\$ 300.00
<b>TOTAL</b>	<b>\$ 1,222.00</b>
NON-RESIDENT FEE	\$ 184.00
<b>TOTAL</b>	<b>\$ 1,406.00</b>

HEXAGON SIZES ARE THE SAME AS NICHE WALL NO. 1 - SEE SIZES ABOVE AND NOTES

NOTE: HEXAGON LETTERING AND DESIGN MUST BE IN BLACK ONLY.

NO PORCELAIN PICTURES OR COLOR LETTERING OR COLOR DESIGNS ALLOWED.

**\$25.00 RETURNED CHECK FEE**

**CASHIER CHECKS ONLY ACCEPTED ON BURIALS**

**CHECKS MUST BE FOR THE EXACT AMOUNT**

**NO REFUNDS**

**\*\*\* ATTENTION ALL MORTUARIES\*\*\***

EFFECTIVE MAY 26, 2018 THE TULARE PUBLIC CEMETERY WILL BE OPEN FOR SERVICES ON SATURDAYS.

THE COST FOR SATURDAY SERVICES WILL BE AN ADDITIONAL \$1000.00. ALL SERVICES WILL HAVE TO

START AT 8:00 AM AND WILL NEED TO END AT 2:00 PM OR EARLIER.

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

**ROSE GARDEN OUSSARY PRICE LIST REVISED APRIL 1, 2019**

<u>DESCRIPTION</u>	<u>COST</u>
OSSUARY	53.00
ENDOWMENT CARE FEE	27.00
OPENING/CLOSING FEE	53.00
ADMINISTRATION FEE	<u>53.00</u>
SUB-TOTAL	186.00
RIGHT TO ADD PLAQUE	80.00
TOTAL	266.00

\*\*\* OUT OF DISTRICT FEE MAY APPLY  
(OUT OF DISTRICT FEE IS \$40.00)

NOTE: ASHES MUST BE IN A CONTAINER  
WITH A REMOVABLE LID.

**PLAQUE POLICY AS FOLLOWS:**

PLAQUES FOR OSSUARY 3 ½" x 5" BRONZE PLAQUE  
WITH BEVELED EDGES AND NAME AND DATES ONLY.  
WHEN ORDERING A PLAQUE FROM A MONUMENT CO.  
SPECIFIC DIMENSIONS MUST BE GIVEN. IN ADDITION  
THE MONUMENT CO. MUST CALL THE CEMETERY  
OFFICE TO CONFIRM THE REQUIREMENTS. THE PLAQUE  
SHALL MEET THE CEMETERY REQUIREMENTS OR IT SHALL  
NOT BE PLACED ON THE GRANITE WALL. NO PLAQUE  
SHALL BE ALLOWED OR PLACED ON THE WALL WITHOUT  
THE CONSENT OF THE MANAGER. PLAQUE SHALL ONLY  
BE SET BY MOUNUMENT CO.

**\$25.00 RETURNED CHECK FEE**

**CASHIER'S CHECK ONLY ACCEPTED ON BURIALS**

**CHECKS MUST BE CASHIER'S CHECK FOR THE EXACT AMOUNT**

**NO REFUNDS**

<b>**** OUR CURRENT VACATION ****</b>							
<b>YEARS OF EMPLOYMENT</b>	<b><u>VACATION</u> EARNED BASED ON YEARS NOT WORKED HOURS</b>	<b>WEEKS IN A YEAR (CAP IS 1 YEAR)</b>	<b><u>SICK TIME</u> HOURS (12 DAYS) - EARNED IN 1 YEAR CAP 96 HOURS</b>	<b><u>PAID HOLIDAYS</u> 11 DAYS PER YEAR</b>	<b><u>JURY DUTY</u> 5 DAYS PER YEAR</b>	<b><u>BREAVMENT</u> 3 DAYS</b>	<b>Eligible family members • Parent • Spouse • Children • Grandparent • Brother • Sister • Mother-in-Law • Father-in-Law • Sister-in-Law • Brother-in-Law • Legal dependent of employee</b>
Rate * Hours Worked	HOURS DIVIDE BY 8 = DAYS	BASED ON 40 WORK WEEK					<b>Total Benefit Hours</b>
1 - 10 YEARS	80 HOURS	2 WEEKS	+ 2 WEEKS 2 DAYS (96 hrs)	+ 11 DAYS (88 hrs)	+ 5 DAYS (40 hrs)	+ 3 DAYS (24 hrs)	<b>328</b>
10 - 19 YEARS	120 HOURS	3 WEEKS	+ 2 WEEKS 2 DAYS (96 hrs)	+ 11 DAYS (88 hrs)	+ 5 DAYS (40 hrs)	+ 3 DAYS (24 hrs)	<b>368</b>
20 YEARS +	160 HOURS	4 WEEKS	+ 2 WEEKS 2 DAYS (96 hrs)	+ 11 DAYS (88 hrs)	+ 5 DAYS (40 hrs)	+ 3 DAYS (24 hrs)	<b>408</b>

<b>**** PROPOSED PTO - PAID TIME OFF ****</b>							<b>Eligible family members</b> • Parent • Stepparent • Spouse • Domestic Partner • Child • Grandchild • Grandparent • Brother • Sister • Stepchild • Mother-in-Law • Father-in-Law • Daughter-in-Law • Son-in-Law • Sister-in-Law • Brother-in-Law
<b>Employment YEARS PTO HOURS EARNED IN A YEARS</b>	<b>PTO DAYS EARNED IN A YEAR</b>	<b>PTO WEEKS EARNED IN A YEAR</b>	<b>SICK TIME HOURS (4 DAYS) - Restart @ anniversary date</b>	<b>PAID HOLIDAYS 11 DAYS PER YEAR</b>	<b>JURY DUTY 2 DAYS PER YEAR</b>	<b>BREAVEMENT 5 DAYS PER OCCURRENCE Eligible family members</b>	<b>Total Benefit Hours</b>
Years Accrual Hours	HOURS DIVIDE BY 8 = DAYS	BASED ON 40 WORK WEEK					
1 - 3 YEARS - 112 HRS	14	2 WEEKS 4 DAYS	+ 4 DAYS (32 hrs)	+ 11 DAYS (88 hrs)	+ 2 DAYS (16 hrs)	+ 5 DAYS (40 hrs)	288
3 - 5 YEARS - 136 HRS	17	3 WEEKS 2 DAYS	+ 4 DAYS (32 hrs)	+ 11 DAYS (88 hrs)	+ 2 DAYS (16 hrs)	+ 5 DAYS (40 hrs)	312
5 - 10 YEARS - 160 HRS	20	4 WEEKS	+ 4 DAYS (32 hrs)	+ 11 DAYS (88 hrs)	+ 2 DAYS (16 hrs)	+ 5 DAYS (40 hrs)	336
10 - 15 YEARS - 184 HRS	23	4 WEEKS 3 DAYS	+ 4 DAYS (32 hrs)	+ 11 DAYS (88 hrs)	+ 2 DAYS (16 hrs)	+ 5 DAYS (40 hrs)	360
15- 20 YEARS - 208 HRS	26	5 WEEKS 1 DAY	+ 4 DAYS (32 hrs)	+ 11 DAYS (88 hrs)	+ 2 DAYS (16 hrs)	+ 5 DAYS (40 hrs)	384
20+ YEARS - 232 HRS	29	5 WEEKS 4 DAYS	+ 4 DAYS (32 hrs)	+ 11 DAYS (88 hrs)	+ 2 DAYS (16 hrs)	+ 5 DAYS (40 hrs)	408



**THESE HOURS ARE CALCULATED FOR THE CALENDAR YEAR 2022**

PTO -PERSONAL TIME OFF ACCRUAL RATE FOR YEARS OF EMPLOYMENT	PTO RATE	JANUARY HRS WORKED	FEBRUARY HRS WORKED	MARCH HRS WORKED	APRIL HRS WORKED	MAY HRS WORKED	JUNE HRS WORKED	JULY HRS WORKED	AUGUST HRS WORKED	SEPTEMBER HRS WORKED	OCTOBER HRS WORKED	NOVEMBER HRS WORKED	DECEMBER HRS WORKED	PTO HOURS EARNED IN A YEAR	PTO DAYS EARNED IN A YEAR = HOURS DIVIDE BY 8	PTO WEEKS EARNED IN A YEAR BASED ON 40 WORK WEEK
PTO DIV BY YEAR HRS	2080 HRS	168	160	184	168	176	176	168	184	176	168	176	176	2080	HOURS DIVIDE BY 8	BASED ON 40 WORK WEEK
1 - 3 YEARS - 112 HRS	0.054	9.072	8.640	9.936	9.072	9.504	9.504	9.072	9.936	9.504	9.072	9.504	9.504	112.32	14.04	2 WEEKS 4 DAYS
3 - 5 YEARS - 136 HRS	0.0654	10.987	10.464	12.034	10.987	11.510	11.510	10.987	12.034	11.510	10.987	11.510	11.510	136.032	17.004	3 WEEKS 2 DAYS
5 - 10 YEARS - 160 HRS	0.0770	12.936	12.320	14.168	12.936	13.552	13.552	12.936	14.168	13.552	12.936	13.552	13.552	160.16	20.02	4 WEEKS
10 - 15 YEARS - 184 HRS	0.0885	14.868	14.160	16.284	14.868	15.576	15.576	14.868	16.284	15.576	14.868	15.576	15.576	184.08	23.01	4 WEEKS 3 DAYS
15- 20 YEARS - 208 HRS	0.1000	16.800	16.000	18.400	16.800	17.600	17.600	16.800	18.400	17.600	16.800	17.600	17.600	208	26	5 WEEKS 1 DAY
20+ YEARS - 232 HRS	0.1120	18.816	17.920	20.608	18.816	19.712	19.712	18.816	20.608	19.712	18.816	19.712	19.712	232.96	29.12	5 WEEKS 4 DAYS

CAP ON TIME & WONT ACCRUE UNTIL USE	PTO DAYS EARNED IN A YEAR = HOURS DIVIDE BY 8	PTO CAP IN WEEKS EARNED IN A YEAR
18 MONTH CAP	HOURS DIVIDE BY 8	BASED ON 40 WORK WEEK
168	21	4 WEEKS 1 DAYS
204	25.5	5 WEEKS 1/2 DAY
240	30	6 WEEKS
276	34.5	6 WEEKS 4 1/2 DAYS
312	39	7 WEEKS 4 DAYS
348	43.5	8 WEEKS 3 1/2 DAYS

**\*\*\* EMPLOYEE YEARS AND PTO ACCRUAL BASED ON 2022 CALENDAR YEAR \*\*\***

WAGES	JOB TITLE	HIRE DATE	Employment Years Calculating Today's date	PTO RATE	JANUARY HRS	FEBRUARY HRS	MARCH HRS	APRIL HRS	MAY HRS	JUNE HRS	JULY HRS	AUGUST HRS	SEPTEMBER HRS	OCTOBER HRS	NOVEMBER HRS	DECEMBER HRS	PTO HOURS EARNED
<b>GROUNDSMEN</b>			<b>8/31/2021</b>		<b>168</b>	<b>160</b>	<b>184</b>	<b>168</b>	<b>176</b>	<b>176</b>	<b>168</b>	<b>184</b>	<b>176</b>	<b>168</b>	<b>176</b>	<b>176</b>	<b>2080</b>
FARIA, DAVID	GROUND SUPERVISOR	10/9/2017	3 Yrs 10 mths 10 days	0.0654	10,987	10,664	12,034	10,987	11,510	11,510	10,987	12,034	11,510	10,987	11,510	11,510	136.032
JONES, BOBBY	GROUND KEEPER II	7/2/2007	14 Yrs 1 mths 1 days	0.0885	14,868	14,160	16,284	14,868	15,576	15,576	14,868	16,284	15,576	14,868	15,576	15,576	184.08
JIMENEZ, JAVIER E.	GROUND KEEPER I	5/26/2020	1 Yrs 3 mths 3 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
HARRISON, CHRIS	ASSISTANT GROUNDS SUPERVISOR	5/26/2020	1 Yrs 3 mths 3 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
JACKSON, DANIEL	GROUND KEEPER I	8/3/2020	1 Yrs 0 mths 0 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
LOPEZ, LUPE	GROUND KEEPER II	2/10/2021	0 Yrs 6 mths 6 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
VILLARREAL, RAMIRO	GROUND KEEPER I	8/19/2021	0 Yrs 0 mths 0 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
CORRAL, JAMES	GROUND KEEPER I	8/31/2021	0 Yrs 0 mths 0 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
<b>TOTAL FOR MONTH</b>					<b>80,287</b>	<b>76,464</b>	<b>87,934</b>	<b>80,287</b>	<b>84,110</b>	<b>84,110</b>	<b>80,287</b>	<b>87,934</b>	<b>84,110</b>	<b>80,287</b>	<b>84,110</b>	<b>84,110</b>	<b>994.032</b>

WAGES	JOB TITLE	HIRE DATE	Employment Years Calculating Today's date	PTO RATE	JANUARY HRS	FEBRUARY HRS	MARCH HRS	APRIL HRS	MAY HRS	JUNE HRS	JULY HRS	AUGUST HRS	SEPTEMBER HRS	OCTOBER HRS	NOVEMBER HRS	DECEMBER HRS	PTO HOURS EARNED
<b>OFFICE</b>			<b>8/31/2021</b>		<b>168</b>	<b>160</b>	<b>184</b>	<b>168</b>	<b>176</b>	<b>176</b>	<b>168</b>	<b>184</b>	<b>176</b>	<b>168</b>	<b>176</b>	<b>176</b>	<b>2080</b>
SCHNEIDER, PHYLLIS	Office Administrator	1/31/2020	1 Yrs 7 mths 7 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
CERVANES, LYDIA	Administrative Assistant	1/11/2021	0 Yrs 7 mths 7 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
BERNARDO, CLARA	District Manager	6/16/2021	0 Yrs 2 mths 2 days	0.0540	9,072	8,640	9,936	9,072	9,504	9,504	9,072	9,936	9,504	9,072	9,504	9,504	112.32
<b>TOTAL FOR MONTH</b>					<b>27,216</b>	<b>25,920</b>	<b>29,808</b>	<b>27,216</b>	<b>28,512</b>	<b>28,512</b>	<b>27,216</b>	<b>29,808</b>	<b>28,512</b>	<b>27,216</b>	<b>28,512</b>	<b>28,512</b>	<b>336.96</b>
<b>TOTAL FOR MONTH FOR ALL EMPLOYEES</b>					<b>107,503</b>	<b>102,384</b>	<b>117,742</b>	<b>107,503</b>	<b>112,622</b>	<b>112,622</b>	<b>107,503</b>	<b>117,742</b>	<b>112,622</b>	<b>107,503</b>	<b>112,622</b>	<b>112,622</b>	<b>1330.992</b>

b) The Chairperson shall supervise the day-to-day activities of the District's management employee(s) in the event the district manager is unavailable or fails to perform major responsibilities. In the event the Chairperson assumes such duties, the board shall call a special meeting as soon as reasonably possible. No other Trustee shall supervise or direct any employee of the District without delegation by **the Chairperson or** the Board.

c) The Chairperson shall preserve order and decorum; prevent demonstrations; and in accordance with the law, order removal from the Board room any person whose conduct is deemed objectionable; and order the Board room cleared whenever deemed necessary. (Gov. Code, § 54957.9.)

d) The Chairperson may allocate the length of time for public discussion of any matter in advance of such discussion with the concurrence of the Board. (Gov. Code, § 54954.3.)

e) The Chairperson shall be the official spokesperson for the Board and the principal contact with other governmental agencies, legal counsel and the press, unless the Board delegates this authority to another.

f) The Chairperson shall appoint committees of the Board as deemed necessary.

## **2. Vice-Chairperson**

In the absence or unavailability of the Chairperson to act, the Vice-Chairperson shall act as Chairperson.

## **3. Treasurer**

In the event that all District funds are withdrawn from the county's custody, a treasurer shall be appointed and shall be bonded. The treasurer will be responsible for accounting for all funds and for regularly preparing and making reports to the Board regarding the District's finances. (Health and Saf. Code, § 9077.)

## **4. Trustees**

Each Trustee shall be entitled to request information and assistance from the District. Financial or legal advice shall be obtained only through the Board or the staff acting at the direction of the Board or within their authority as employees.

## **5. Board Compensation**

In order to comply with the requirements of Health and Safety Code section 9031, which requires the compensation of the Trustees to be set by ordinance or resolution, these Bylaws are deemed to have been adopted by resolution. The Trustees shall receive one hundred dollars