



Tulare Public Cemetery District

900 East Kern Avenue Tulare, Ca. 93274
Phone (559) 686-5544 Fax (559) 686-7484



BOARD AGENDA

Regular Board Meeting
February 3, 2022
1:15 P.M.

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 Public Comments (three (3) minutes per person)
- 1.6 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 Re-organization of officers
- 2.2 Alberto Aguilar communication
- 2.3 Approve Minutes of January 5, 2022 Regular Board Meeting and January 5, 2022 Special Board Meeting
- 2.4 The Cemeterians Report
- 2.5 District Manager's Report
- 2.6 Audit Committee Report
- 2.7 Verification Committee Report
- 2.8 Kerrie Guzman-bench pad request for Jesse Guzman-North J Cemetery
- 2.9 Board training by Counsel
- 2.10 Request for proposal process
- 2.11 Tall stone rows (2.9)
- 2.12 Training bonus (2.10)
- 2.13 Mortuary responsibility of Interment Policy
- 2.14 Miscellaneous recycled funds
- 2.15 Fence quote
- 2.16 New business

CLOSED SESSION ITEMS:

- 3.1 **CONFERENCE WITH LEGAL COUNSEL – Public Employee Evaluation**
(Government Code Section 54957) For the Position of: Manager.
- 3.2 **CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION**
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))
Disinterment of Edwina Santos

OPEN SESSION:

- 4.1 Announcements 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.

Alberto Aguilar
Tulare, CA 93274



January 15, 2022

Clara Bernardo, District Manager
Tulare Public Cemetery District
900 E. Kern Avenue
Tulare, CA. 93274

RE: Letter Dated 1/13/2022 ADDRESSES TO WHOM IT MAY CONCERN

Dear Clara,

Today I received a letter that is signed by you and was sent via U.S. Postal Service First-Class Mail, however your letter is addressed, **"To Whom It May Concern"**. If you don't know who your letter is suppose to be sent to perhaps you should make contact with that individual to inquire before wasting your time, and any expense incurred by the district

Your letter states the following:

"Enclosed please find IRS W-9, Request for Taxpayer Identification Number and Certification. We are required by the Internal Revenue Service to obtain this information from you to determine if we have to issue you a 1099 at the calendar year end."

I find your letter very disturbing since you know or should know that the Tulare Public Cemetery District has provided me with a year end copy of IRS Form 1099-MISC since 2017 through 2020. Copies of the IRS Form 1099-MISC should be located within my personnel folder. If copies of IRS Form 1099-MISC have been expunged from my official personnel folder at the district office, please let me know immediately.

On July 19, 2021, I submitted a letter to you regarding Unsafe Health & Safety Working Conditions at the District Office. I also requested to review my personnel folder at the District Office, however you have not abated all of the unsafe conditions that I specifically made you aware of and you have not afforded me the time or opportunity to review my personnel folder. You have not provided me with any reason or excuse for failing to abate the unsafe working conditions and/or not allowing me to review the contents of my official personnel folder. **I would like an explanation relative to your unprofessional behavior and conduct towards me.**

Thank you,

Alberto Aguilar
Trustee, Tulare Public Cemetery District

Clara Bernardo

From: Clara Bernardo
Sent: Tuesday, January 18, 2022 9:02 PM
To: Aaron Zaheen (AZaheen@tularecounty.ca.gov); Xavier Avila (xgeneexpress@gmail.com)
Subject: alberto aguilar letter 11522
Attachments: alberto letter 11522.pdf

Hand delivered to our office today 1/18/22 (letter dated 1/15/22) also with the attached documents –

Personnel file?
He is not an employee

Safety Repairs?
He is Not an inspector – and as for Safety concerns we have been cleared

W-9?
If understood all the laws, rules etc. we are required to have a W-9 on all vendors, people that we issue a 1099 for so not my fault if things were not done correctly before they are getting done now.

Unprofessional behavior?
Those comments seriously need to stop – he is a board member who has a vote in my employment and my wages he continues to evaluate my performance based on his requests and demands

I am sorry others excuse his behavior as that's just Alberto is no excuse. He to must abide by the same respect as he demands from anyone else. This coming on the day before my Fathers Services completely shows a complete disrespect for me as a person and as a employee and Manager. It is not my responsibility to educate him on the rules of the IRS or any Safety issues that he sees as a concern. His suggestions on concerns he sees as being a possible safety concern are welcomed, but his demands to correct issues immediately as he sees to be danger when official inspectors have not seen as necessary is completely uncalled for. And the repeated demands to be correct this issues based on his timeline and no one else's is as I feel somewhat of harassment.

Clara L. Bernardo
District Manager



900 E. Kern Avenue –
Tulare, CA 93274
(559) 686-5544

www.tularecemetery.net



**Tulare Public Cemetery District
Regular Board Meeting Minutes
January 5, 2022**



CALL TO ORDER:

The Tulare Public Cemetery Regular Board Meeting was called to order at 1:04p.m., at 900 E. Kern Ave, Tulare, California by Chairperson Xavier Avila. Other trustees present were Vice Chairman Jim Pennington, Secretary Steve Presant, Trustees Charlie Ramos, Alberto Aguilar and District Manager Clara Bernardo.

RECONGNITION OF VISITORS:

Four members of the public were in attendance.

PUBLIC COMMENTS:

One member of the public spoke

TRUSTEE COMMENTS:

Three Trustees spoke

OPEN SESSION:

- 2.1 Presant motioned to approved December 2, 2021 minutes as corrected vote (5-0) Presant motioned to approve December 21, 2021 minutes. Vote (5-0)
- 2.2 Linda Maloy reported The Cemeterias are Planning 2022 project and volunteer motorcycle group wants to be involved.
- 2.3 Bernardo gave brief report on removing the holiday trees
- 2.4 Presant reported the November financials will be delayed. They will be ready for next board meeting
- 2.5 Ramos reported the next Verification Meeting will be on Friday, January 14, 2022 at 1:00pm
- 2.6 Avila created an Ad Hoc Committee of Trustee Aguilar and Presant to meet with District Manager to review the employee handbook
- 2.7 Ramos moved to approve the request fund transfer for 2021/2022-5. Vote (5-0)
- 2.8 Counsel Arron Zaheen provided training on endowment funds interest as outlined in the Health and Safety Code.
- 2.9 Discussion of creating more Tall Stone rows at the North J Cemetery. Trustees would like to visit the site to look at possibilities
- 2.10 Discussion of training bonus for employees that demonstrate knowledge of grave location, mapping etc. Item tabled to next board meeting.
- 2.11 Discussion on proposed draft of District Manager job description. Presant moved to approve with corrections. Vote (5-0).
- 2.12 Avila moved to give \$350.00 incentive bonus Bernardo and \$250.00 to lead foreman David Faria Vote (4-1) Aguilar opposed
- 2.14 No new business item requested

ADJOURMENT TO CLOSE SESSION 3:09PM



**Tulare Public Cemetery District
Regular Board Meeting Minutes
January 5, 2022**



OPEN SESSION FROM CLOSE SESSION AT 3:34PM

Nothing to report

2.13 Presant moved to increase District Manager Clara Bernardo annual salary to \$90k annually to start next pay period. Votes were polled. Presant-yes, Pennington-yes, Avila-yes, Ramos-yes, and Aguilar-no

Respectfully Submitted,

Board Secretary



**Tulare Public Cemetery District
Special Board Meeting Minutes
January 5, 2022**



CALL TO ORDER:

The Tulare Public Cemetery Regular Board Meeting was called to order at 3:50 p.m., at 900 E. Kern Ave, Tulare, California by Chairperson Xavier Avila. Other trustees present were Vice Chairman Jim Pennington, Secretary Steve Presant, Trustees Charlie Ramos, Alberto Aguilar and District Manager Clara Bernardo.

OPEN SESSION:

- 2.1 Brief discussion on interment count
- 2.2 Discussion on creating additional plots and niches on the south side of Kern Cemetery. Aguilar moved to approve installation of fencing on south side street and to sell of plots and niches. Vote (5-0)
- 2.3 Avila moved to only have three employees of the cemetery attending the upcoming March C.A.P.C. Annual Conference. Motioned failed for lack of a second. Ramos moved to approve up to four board members and three employees to attend the upcoming March C.A.P.C. Annual Conference
- 2.4 Ramos moved to approve hardship policy with changes to the current cemetery cremation policy. Vote (5-0)
- 2.5 Discussion on reversal of charges from our accountant regarding Mrs. Gilson visit. No action taken
- 2.6 Bernardo announced that through the IRS the district has been potentially awarded \$123,569 through the Employee Retention Tax Credit (ERTC) Program.

ADJOURNMENT

Chairperson Avila adjourned the meeting at 4:42pm

Respectfully Submitted,

Board Secretary

Tulare Public Cemetery District
Balance Sheet
As of November 30, 2021

	<u>Nov 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
00 · Clearing Acct.	33,242.87
10100 · Petty Cash	534.34
10150 · Bank of The Sierra - CHK ACCT	45,540.16
10500 · Cash in Treasury (772)	222,683.75
10600 · Endowment - Reserved (773)	
1620 · Edowment Care 1620	316,017.92
10600 · Endowment - Reserved (773) - Other	<u>1,329,534.43</u>
Total 10600 · Endowment - Reserved (773)	1,645,552.35
10700 · Cash in Expansion Account (807)	95,680.90
10900 · Endowment - Unreserved (817)	<u>354,913.69</u>
Total Checking/Savings	2,398,148.06
Accounts Receivable	
11001 · Accounts Receivable - PVQ (772)	<u>15,951.53</u>
Total Accounts Receivable	15,951.53
Other Current Assets	
12001 · Undeposited Funds	<u>8,173.80</u>
Total Other Current Assets	<u>8,173.80</u>
Total Current Assets	<u>2,422,273.39</u>
TOTAL ASSETS	<u>2,422,273.39</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	<u>34,533.72</u>
Total Accounts Payable	34,533.72
Other Current Liabilities	
24000 · Payroll Liabilities	36,906.17
24010 · Pension Payable	4,999.41
24020 · Health Insurance Payable	538.99
25500 · Sales Tax Payable	<u>2,199.33</u>
Total Other Current Liabilities	<u>44,643.90</u>
Total Current Liabilities	<u>79,177.62</u>
Total Liabilities	79,177.62

4:07 PM
02/02/22
Accrual Basis

Tulare Public Cemetery District
Balance Sheet
As of November 30, 2021

	Nov 30, 21
Equity	
30000 - Fund Balance	2,431,865.30
Net Income	-88,769.53
Total Equity	2,343,095.77
TOTAL LIABILITIES & EQUITY	2,422,273.39

12:43 PM

02/02/22

Accrual Basis

Tulare Public Cemetery District

Profit & Loss Budget Performance

July through November 2021

Ordinary Income/Expense	Jul - Nov 21	Budget	Jul - Nov 21	YTD Budget	Annual Budget
Income					
3999 • Total Beginning Cash Available	0	163,091	0	163,091	391,418
4000 • County Taxes					
4001 • Current Secured	0	69,167	0	69,167	166,000
4006 • Current Unsecured	-0	3,750	-0	3,750	9,000
4008 • Prior Secured	0	1,267	0	1,267	3,040
4009 • Prior Unsecured	0	54	0	54	130
4030 • Suppl Current Secured	0	1,167	0	1,167	2,800
4033 • Suppl Prior Secured	0	167	0	167	400
4060 • Residual Distributions	0	2,708	0	2,708	6,500
4069 • PT Facilities	0	2,458	0	2,458	5,900
5000 • Aid-Other Governmental Agencies	0	13	0	13	30
5050 • Homeowners Property Tax Relief	0	500	0	500	1,200
4000 • County Taxes - Other	0	0	0	0	0
Total 4000 • County Taxes	-0	81,250	-0	81,250	195,000
4801 • Interest Income - 772	1,563	1,250	1,563	1,250	3,000
5400 • Charges for Current Services	468,223	305,076	468,223	305,076	732,182
5805 • Misc. Revenue	14,794	833	14,794	833	2,000
5834 • Restitution	1,289	500	1,289	500	1,200
5835 • Other Revenue	0	6,250	0	6,250	15,000
Total Income	485,869	558,250	485,869	558,250	1,339,800
Gross Profit	485,869	558,250	485,869	558,250	1,339,800
Expense					
6000 • Payroll and Employee Benefits					
6001 • Regular Payroll	212,973	218,750	212,973	218,750	525,000
6002 • Overtime	7,288	2,083	7,288	2,083	5,000
6004 • Health Insurance Benefits	68,515	31,250	68,515	31,250	75,000
6005 • Extra Help	0	1,667	0	1,667	4,000
6008 • Directors Fees	1,200	1,667	1,200	1,667	4,000
6011 • Retirement-SD Portion	21,571	18,750	21,571	18,750	45,000
6012 • Social Security and Medicare	16,421	16,669	16,421	16,669	40,000
6015 • Workers Compensation Ins	6,492	8,333	6,492	8,333	20,000
6016 • Unemployment Ins.	740	1,250	740	1,250	3,000
6020 • - Prior Year Payroll Taxes	5,302	0	5,302	0	0
6000 • Payroll and Employee Benefits - Other	0	0	0	0	0
Total 6000 • Payroll and Employee Benefits	340,502	300,419	340,502	300,419	721,000
7003 • Penalties	40	208	40	208	500
7004 • Clothing and Personal Supplies	2,422	2,917	2,422	2,917	7,000
7005 • Telecommunications	2,796	2,500	2,796	2,500	6,000

Tulare Public Cemetery District

Profit & Loss Budget Performance

July through November 2021

	Jul - Nov 21	Budget	Jul - Nov 21	YTD Budget	Annual Budget
7006 - Vaults and Liners	48,416	31,250	48,416	31,250	75,000
7009 - Household Supplies	919	625	919	625	1,500
7010 - Insurance	25,691	8,333	25,691	8,333	20,000
7025 - Mileage Reimbursement Expense	35	83	35	83	200
7030 - Maintenance and Repairs					
70300 - Repair & Main. - Equipment	21,240	0	21,240	0	0
70300 - Repair & Main. - Outside	77,260	0	77,260	0	0
70400 - Repair & Main. - Building	14,117	0	14,117	0	0
7030 - Maintenance and Repairs - Other	0	45,833	0	45,833	110,000
Total 7030 - Maintenance and Repairs	112,617	45,833	112,617	45,833	110,000
7036 - Office Supplies and Expense					
62000 - Office Supplies	4,200	0	4,200	0	0
63000 - Computer Repairs and Expense	3,299	0	3,299	0	0
7036 - Office Supplies and Expense - Other	6,686	8,333	6,686	8,333	20,000
Total 7036 - Office Supplies and Expense	14,184	8,333	14,184	8,333	20,000
7039 - Miscellaneous					
7043 - Professional Fees					
63500 - County Admin Fees	13	0	13	0	0
68100 - Accounting	10,135	0	10,135	0	0
68200 - Auditing	0	0	0	0	0
68300 - Legal	12,851	0	12,851	0	0
7043 - Professional Fees - Other	1,435	20,833	1,435	20,833	50,000
Total 7043 - Professional Fees	24,433	20,833	24,433	20,833	50,000
7045 - Security					
7059 - Publications and Legal Notices					
70591 - Membership Dues	375	10,417	375	10,417	25,000
7059 - Publications and Legal Notices - Other	865	1,250	865	1,250	3,000
Total 7059 - Publications and Legal Notices	1,240	1,250	1,240	1,250	3,000
7073 - Training / Education					
7081 - Utilities					
77100 - SCE	7,621	0	7,621	0	0
77200 - SO Cal Gas	176	0	176	0	0
77300 - Water, Sewer and Disposal	28,898	0	28,898	0	0
79000 - Waste Disposal	3,220	0	3,220	0	0
7081 - Utilities - Other	0	20,833	0	20,833	50,000
Total 7081 - Utilities	39,916	20,833	39,916	20,833	50,000
7090 - Vehicle Expense					
70901 - vehicle Repairs/Maintenance	79		79		
Total 7090 - Vehicle Expense	79		79		

12:43 PM

02/02/22

Accrual Basis

Tulare Public Cemetery District Profit & Loss Budget Performance

July through November 2021

	Jul - Nov 21	Budget	Jul - Nov 21	YTD Budget	Annual Budget
7425 - Taxes					
74251 - Sales Tax on Purchases & Repair	9		9		
7425 - Taxes - Other	1,299	542	1,299	542	1,300
Total 7425 - Taxes	1,308	542	1,308	542	1,300
8001 - Graves Repurchase	1,800	2,083	1,800	2,083	5,000
8100 - Building and Improvements	809	41,667	809	41,667	100,000
8300 - Equipment	300	55,667	300	55,667	133,600
Total Expense	636,631	558,252	636,631	558,252	1,339,800
Net Ordinary Income	-150,763	-2	-150,763	-2	0
Other Income/Expense					
Other Income					
9100 - Endowment - 773					
9101 - Endowment Revenue - Current Serv	49,880	25,000	49,880	25,000	60,000
9102 - Interest Income - Endowment 773	4,370	10,417	4,370	10,417	25,000
9100 - Endowment - 773 - Other	0	0	0	0	0
Total 9100 - Endowment - 773	54,250	35,417	54,250	35,417	85,000
9200 - Fund for Future Expansion - 807					
9201 - Rent and Concessions - 807	0	6,250	0	6,250	15,000
9203 - Interest Income - 807	260	583	260	583	1,400
9204 - Future Expansion Current Service	6,521	6,250	6,521	6,250	15,000
9200 - Fund for Future Expansion - 807 - Other	0	0	0	0	0
Total 9200 - Fund for Future Expansion - 807	6,781	13,083	6,781	13,083	31,400
9300 - Unreserved Funds - 817					
9301 - Interest Income - 817	963	2,083	963	2,083	5,000
9300 - Unreserved Funds - 817 - Other	0	0	0	0	0
Total 9300 - Unreserved Funds - 817	963	2,083	963	2,083	5,000
Total Other Income	61,993	50,583	61,993	50,583	121,400
Other Expense					
7432 - Appropriation for Contingencies	0	50,583	0	50,583	121,400
Total Other Expense	0	50,583	0	50,583	121,400
Net Other Income	61,993	0	61,993	0	0
Net Income	-88,770	-2	-88,770	-2	0

**Tulare Public Cemetery District
Reconciliation Detail**

10150 - Bank of The Sierra - CHK ACCT, Period Ending 11/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						43,418.84
Cleared Transactions						
Checks and Payments - 64 items						
Bill Pmt -Check	09/27/2021	2933	Ewing Irrigation & Landscape Supply	√	-679.42	-679.42
Bill Pmt -Check	10/19/2021	2968	Spence Fence Company Enterprises	√	-1,948.00	-2,627.42
Bill Pmt -Check	10/19/2021	2967	Reed Shaffer	√	-335.58	-2,963.00
Bill Pmt -Check	10/28/2021	2980	Wilbur - Ellis Company, LLC	√	-3,332.60	-6,295.60
Bill Pmt -Check	10/28/2021	2977	Tulare County Counsel	√	-2,776.60	-9,072.20
Bill Pmt -Check	10/28/2021	2978	Uline Shipping Supply Specialists	√	-2,276.93	-11,349.13
Bill Pmt -Check	10/28/2021	2975	Reed Shaffer	√	-2,163.74	-13,512.87
Bill Pmt -Check	10/28/2021	2976	Spence Fence Company Enterprises	√	-1,900.00	-15,412.87
Bill Pmt -Check	10/28/2021	2979	Visalia Times Delta	√	-720.50	-16,133.37
Bill Pmt -Check	10/28/2021	2972	Clara L Bernardo	√	-658.10	-16,791.47
Bill Pmt -Check	10/28/2021	2971	California Business Machines	√	-613.34	-17,404.81
Bill Pmt -Check	10/28/2021	2974	Giotto's Alarm Tech, INC.	√	-202.50	-17,607.31
Bill Pmt -Check	10/28/2021	2973	Ewing Irrigation & Landscape Supply	√	-118.85	-17,726.16
Check	11/02/2021	EFT	CALPERS	√	-4,326.43	-22,052.59
Check	11/03/2021	EFT	Paychex of New York LLC	√	-210.44	-22,263.03
Check	11/04/2021	EFT	Paychex of New York LLC	√	-14,274.63	-36,537.66
Check	11/04/2021	EFT	Paychex of New York LLC	√	-4,578.50	-41,116.16
Check	11/04/2021	EFT	Paychex of New York LLC	√	-684.67	-41,800.83
Check	11/04/2021	10092		√	-476.19	-42,277.02
Bill Pmt -Check	11/11/2021	EFT	AT & T Internet	√	-70.00	-42,347.02
Bill Pmt -Check	11/15/2021	2994	PREMIER COLUMBARIA	√	-15,043.00	-57,390.02
Bill Pmt -Check	11/15/2021	2984	CAL Turf Equipment & Supply Inc.	√	-10,393.41	-67,783.43
Bill Pmt -Check	11/15/2021	2996	RIGO'S SIGNS	√	-1,785.97	-69,569.40
Bill Pmt -Check	11/15/2021	2987	Element Security Solutions, Inc.	√	-1,447.50	-71,016.90
Bill Pmt -Check	11/15/2021	2991	Morris Levin & Son	√	-1,174.12	-72,191.02
Bill Pmt -Check	11/15/2021	2983	Baker Supplies and Repairs	√	-1,101.52	-73,292.54
Bill Pmt -Check	11/15/2021	3001	Tulare Irrigation District	√	-649.67	-73,942.21
Bill Pmt -Check	11/15/2021	3003	Alberto Aguilar	√	-600.00	-74,542.21
Bill Pmt -Check	11/15/2021	2986	Carlos Ramos	√	-600.00	-75,142.21
Bill Pmt -Check	11/15/2021	2985	CAPC	√	-600.00	-75,742.21
Bill Pmt -Check	11/15/2021	3000	Tom Bryan	√	-500.00	-76,242.21
Bill Pmt -Check	11/15/2021	2998	TF Tire & Service	√	-451.19	-76,693.40
Bill Pmt -Check	11/15/2021	2992	Office Depot	√	-291.06	-76,984.46
Bill Pmt -Check	11/15/2021	2989	Leaf	√	-210.36	-77,194.82
Bill Pmt -Check	11/15/2021	2995	Res Com	√	-90.00	-77,284.82
Bill Pmt -Check	11/15/2021	2993	Pontem Software	√	-87.50	-77,372.32
Bill Pmt -Check	11/15/2021	2990	Lowe's	√	-52.72	-77,425.04
Bill Pmt -Check	11/15/2021	2999	Timelogix	√	-43.13	-77,468.17
Bill Pmt -Check	11/15/2021	3002	Zee Medical Service CO.	√	-36.48	-77,504.65
Bill Pmt -Check	11/15/2021	2997	SoCalGas	√	-4.43	-77,509.08
Check	11/18/2021	EFT	Paychex of New York LLC	√	-13,988.92	-91,498.00
Check	11/18/2021	EFT	Paychex of New York LLC	√	-649.45	-92,147.45
Bill Pmt -Check	11/19/2021	3016	Golden State Risk Management Authority	√	-23,030.00	-115,177.45
Check	11/19/2021	EFT	Paychex of New York LLC	√	-4,728.11	-119,905.56
Bill Pmt -Check	11/19/2021	3009	Andy Hinojosa III CPA	√	-1,495.00	-121,400.56
Bill Pmt -Check	11/19/2021	3013	EDD	√	-1,121.86	-122,522.42
Check	11/19/2021	10104		√	-1,112.83	-123,635.25
Bill Pmt -Check	11/19/2021	3014	Edward Roark	√	-500.00	-124,135.25
Bill Pmt -Check	11/19/2021	3012	Clara L Bernardo	√	-384.00	-124,519.25
Check	11/19/2021	EFT	Paychex of New York LLC	√	-210.44	-124,729.69
Bill Pmt -Check	11/22/2021	EFT	City of Tulare	√	-4,726.23	-129,455.92
Bill Pmt -Check	11/22/2021	EFT	Southern California Edison	√	-1,057.71	-130,513.63
Bill Pmt -Check	11/23/2021	3033	Postmaster	√	-232.00	-130,745.63
Bill Pmt -Check	11/26/2021	EFT	AT & T Phone's	√	-302.99	-131,048.62
Total Checks and Payments					-131,048.62	-131,048.62

**Tulare Public Cemetery District
Reconciliation Detail**

10150 - Bank of The Sierra - CHK ACCT, Period Ending 11/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 30 items						
Deposit	11/05/2021			✓	6,112.71	6,112.71
Deposit	11/05/2021			✓	21,668.44	27,781.15
Deposit	11/10/2021			✓	36,881.58	64,662.73
Deposit	11/19/2021			✓	111,369.62	176,032.35
Deposit	11/24/2021			✓	18,052.36	194,084.71
Total Deposits and Credits					194,084.71	194,084.71
Total Cleared Transactions					63,036.09	63,036.09
Cleared Balance					63,036.09	106,454.93
Uncleared Transactions						
Checks and Payments - 25 items						
Bill Pmt -Check	11/15/2021	2988	Illinois MidWest Insurance Agency, LLC		-1,786.00	-1,786.00
Bill Pmt -Check	11/15/2021	2982	Alice Nunez		-800.00	-2,586.00
Bill Pmt -Check	11/18/2021	3085	Kaweah Lift. Inc		-300.00	-2,886.00
Bill Pmt -Check	11/19/2021	3004	Health Benefits Unit		-13,467.00	-16,353.00
Bill Pmt -Check	11/19/2021	3018	Van Cleve Concrete Products, INC.		-7,060.00	-23,413.00
Bill Pmt -Check	11/19/2021	3007	Health Benefits Unit		-6,733.50	-30,146.50
Bill Pmt -Check	11/19/2021	3005	Health Benefits Unit		-6,733.50	-36,880.00
Bill Pmt -Check	11/19/2021	3008	Health Benefits Unit		-6,733.50	-43,613.50
Bill Pmt -Check	11/19/2021	3006	Health Benefits Unit		-6,733.50	-50,347.00
Bill Pmt -Check	11/19/2021	3011	California Department of Tax and Fee Admi		-3,464.18	-53,811.18
Bill Pmt -Check	11/19/2021	3010	Barnes Memorials		-2,800.00	-56,611.18
Bill Pmt -Check	11/19/2021	3017	Joey Vieira		-393.00	-57,004.18
Bill Pmt -Check	11/19/2021	3015	Giotto's Alarm Tech, INC.		-112.50	-57,116.68
Bill Pmt -Check	11/26/2021	3026	Office Depot		-849.35	-57,966.03
Bill Pmt -Check	11/26/2021	3030	Reed Shaffer		-672.11	-58,638.14
Bill Pmt -Check	11/26/2021	3025	Home Depot Credit Services		-639.88	-59,278.02
Bill Pmt -Check	11/26/2021	3027	pacific Safety		-520.00	-59,798.02
Bill Pmt -Check	11/26/2021	3023	California Business Machines		-454.65	-60,252.67
Bill Pmt -Check	11/26/2021	3024	Ewing Irrigation & Landscape Supply		-340.34	-60,593.01
Bill Pmt -Check	11/26/2021	3029	Zee Medical Service CO.		-89.31	-60,682.32
Bill Pmt -Check	11/26/2021	EFT	AT & T Phone's		-83.05	-60,765.37
Bill Pmt -Check	11/26/2021	3022	AT & T Mobility		-52.20	-60,817.57
Bill Pmt -Check	11/26/2021	3032	AT & T Mobility		-52.20	-60,869.77
Bill Pmt -Check	11/26/2021	3028	Valley Industrial Medical Group		-45.00	-60,914.77
Total Checks and Payments					-60,914.77	-60,914.77
Total Uncleared Transactions					-60,914.77	-60,914.77
Register Balance as of 11/30/2021					2,121.32	45,540.16

Tulare Public Cemetery District

Reconciliation Detail

10500 - Cash in Treasury (772), Period Ending 11/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
						339,729.69
Beginning Balance						
Cleared Transactions						
Checks and Payments - 13 items						
Invoice	11/01/2021	14676	TULARE COUNTY PVQ	✓	-21,668.44	-21,668.44
Invoice	11/01/2021	14677	TULARE COUNTY PVQ	✓	-4,746.36	-26,414.80
Invoice	11/01/2021	14678	TULARE COUNTY PVQ	✓	-1,366.35	-27,781.15
Invoice	11/05/2021	14671	TULARE COUNTY PVQ	✓	-19,128.71	-46,909.86
Invoice	11/05/2021	14672	TULARE COUNTY PVQ	✓	-17,652.87	-64,562.73
Invoice	11/05/2021	14673	TULARE COUNTY PVQ	✓	-100.00	-64,662.73
Check	11/08/2021	EFT	Epson	✓	-607.21	-65,269.94
Invoice	11/12/2021	14674	TULARE COUNTY PVQ	✓	-74,316.91	-139,586.85
invoice	11/12/2021	14674	TULARE COUNTY PVQ	✓	-24,500.00	-164,086.85
Invoice	11/12/2021	14675	TULARE COUNTY PVQ	✓	-12,552.71	-176,639.56
Invoice	11/17/2021	14681	TULARE COUNTY PVQ	✓	-15,315.47	-191,955.03
Invoice	11/17/2021	14680	TULARE COUNTY PVQ	✓	-2,381.70	-194,336.73
Invoice	11/17/2021	14679	TULARE COUNTY PVQ	✓	-355.19	-194,691.92
Total Checks and Payments					-194,691.92	-194,691.92
Deposits and Credits - 4 items						
Transfer	11/01/2021			✓	22,026.70	22,026.70
Transfer	11/04/2021			✓	31,540.00	53,566.70
Transfer	11/30/2021			✓	8,468.09	62,034.79
Transfer	11/30/2021			✓	31,562.72	93,597.51
Total Deposits and Credits					93,597.51	93,597.51
Total Cleared Transactions					-101,094.41	-101,094.41
Cleared Balance					-101,094.41	238,635.28
Uncleared Transactions						
Checks and Payments - 2 items						
Invoice	11/24/2021	14686	TULARE COUNTY PVQ		-10,816.06	-10,816.06
Invoice	11/24/2021	14685	TULARE COUNTY PVQ		-5,135.47	-15,951.53
Total Checks and Payments					-15,951.53	-15,951.53
Total Uncleared Transactions					-15,951.53	-15,951.53
Register Balance as of 11/30/2021					-117,045.94	222,683.75

3:05 PM
12/22/21

Tulare Public Cemetery District
Reconciliation Detail

10600 - Endowment - Reserved (773), Period Ending 11/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,637,022.35
Cleared Transactions						
Deposits and Credits - 4 Items						
Transfer	11/01/2021			✓	1,572.00	1,572.00
Transfer	11/04/2021			✓	2,856.00	4,428.00
Transfer	11/30/2021			✓	786.00	5,214.00
Transfer	11/30/2021			✓	3,316.00	8,530.00
Total Deposits and Credits					8,530.00	8,530.00
Total Cleared Transactions					8,530.00	8,530.00
Cleared Balance					8,530.00	1,645,552.35
Register Balance as of 11/30/2021					8,530.00	1,645,552.35
Ending Balance					8,530.00	1,645,552.35

3:33 PM
12/22/21

Tulare Public Cemetery District
Reconciliation Detail

10700 - Cash in Expansion Account (807), Period Ending 11/30/2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance							95,680.90
Cleared Balance							95,680.90
Register Balance as of 11/30/2021							95,680.90
Ending Balance							95,680.90

3:37 PM
12/22/21

Tulare Public Cemetery District
Reconciliation Detail

10900 - Endowment - Unreserved (817), Period Ending 11/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						354,913.69
Cleared Balance						354,913.69
Register Balance as of 11/30/2021						354,913.69
Ending Balance						354,913.69

Dear Tulare Cemetery Board Members,

I, Kerrie Guzman, am inquiring about the land to place a bench near my husband Jesse Guzman's grave. The location of the land we are inquiring about is in the North Tulare Cemetery and the space is in the north east corner on the far side near the trees. There is an existing bench which reads "In Loving Memory of The Noia Family". We would like to place a bench to the right of that bench. Ours would read "In Loving Memory of the Guzman Family".

Thank you,

Kerrie Guzman

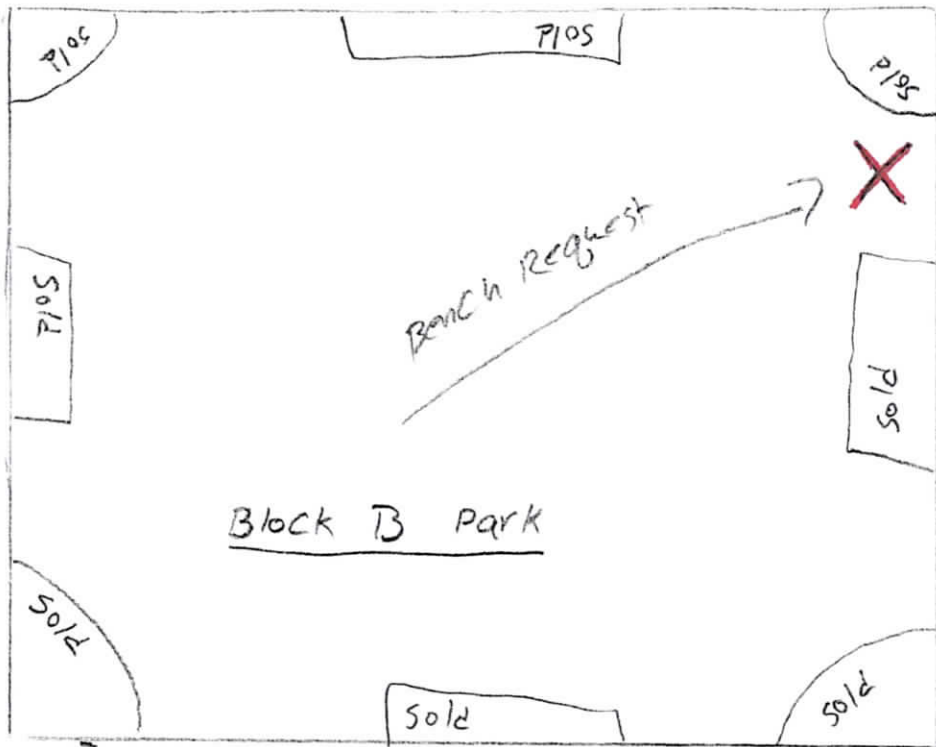
Kerrie Guzman



North

West

East



South

Foreman - *Jim Gamm*

MORTUARY RESPONSIBILITY OF INTERNMENT

All Mortuaries that have been entrusted to handle the services for an internment must remain at the grave site until internment is made. For the safety of everyone involved the lowering of the vault will only begin when all family and guests have left the grave site. A mortuary employee who was assigned to handle the service is to remain until the internment is made. The exception is when an internment is a direct burial.

PROPOSAL

Residential
Commercial
Wood
Ornamental
Industrial
Fences

TRIPLE CROWN FENCE

P.O Box 1480
Delano, CA. 93216

DIR#1000051018
Contractor's License # 1027596

Delano
661-778-0558
Bakersfield
661-778-0556
Visalia
1-844-363-0452
triplecrownfence.com

Proposal Submitted To:

Phone

TULARE CEMETERY

Date: 2/2/2022

Street

Job Name :NEW FENCE

City, State and Zip Code

Job Location:

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR :

INSTALL OF NEW FENCE

* MATERIAL \$272,890.00

LABOR \$116,720.00

LABOR INCLUDES DEMO OF EXISTING CHAINLINK FENCE

TERMS:

NET 30 DAYS

TOTAL AMOUNT:\$389,610.00

All material is guaranteed to be as specified. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become extra charge. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Workers Compensation.

ACCEPTANCE OF PROPOSAL-The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Triple Crown Fence is not responsible for damage to underground utilities not marked.

Customer Signature

FERNANDO ALFARO

Submitted By

Date of Acceptance

*proposal good for 2 weeks
* material arrived 4-5 weeks
* Estimate complete in may before memorial day.
* Payment for material up front
* when job complete pay labor or make

PROPOSAL

Residential
Commercial
Wood
Ornamental
Industrial
Fences

TRIPLE CROWN FENCE

P.O Box 1480
Delano, CA. 93216

DIR#1000051018
Contractor's License # 1027596

Delano
661-778-0558
Bakersfield
661-778-0556
Visalia
1-844-363-0452
triplecrownfence.com

Proposal Submitted To:

Phone

TULARE CEMETERY

Date: 2/2/2022

Street 900 E. KERN AVE

Job Name :NEW FENCE

City, State and Zip Code

Job Location:

TULARE CA

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR :

INSTALL APPROX 4,976' OF 7' BLACK POWDER COATED ARISTOCRAT IRON FENCE WITH 3-22' ROLLGATES, 1-14' AND 2-16' ROLLGATES TO MATCH WITH V-TRACK ANCHORED TO EXISTING ASPHALT OR CONCRETE

TOTAL\$380,700.00

TO DEMO AND HAUL AWAY EXISTING FENCE

TOTAL\$8,910.00

2" 11GA POST

*DEMO OF BRICK WALL BY OTHERS

*NEW FENCE LINE WILL BE INSIDE EXISTING FENCE LINE

*PREVAILING WAGES APPLY

TERMS:

NET 30 DAYS

TOTAL AMOUNT:\$389,610.00

All material is guaranteed to be as specified. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become extra charge. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Workers Compensation.

ACCEPTANCE OF PROPOSAL-The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Triple Crown Fence is not responsible for damage to underground utilities not marked.

FERNANDO ALFARO

Submitted By

Customer Signature

Date of Acceptance

OVERHEAD ROLLER STYLE

GATE PRICES INCLUDE:

- 2 - P.S. caps
- 1 - Roller assembly
- 1 - Industrial slide latch
- 2 - 6" V-Groove wheels
- V-Track with J-bolts or Tabs

End View Detail

- Split Pickets



- Straighter gates because there is no welding on the outside of rails
- No strap needed across the pickets
- Wheel box part of bottom rail

Item # 80475-D

2" x 4" BOTTOM RAIL

Gates are manufactured with 2" top rail and sides with a 2" x 4" bottom rail (4" view), 3/4" sq. pickets and 4" picket spacing. Old style gates with square bottom rail, old style wheel boxes, and pickets on the outside of the rail are available on request. Call for pricing on custom variations. Shaded areas on the pricing schedule indicate gates manufactured with an 11 gauge frame required for additional strength. Trussing is optional and may be required for larger gates sizes. Refer to SPECIAL PRICING APPLICATION section.

PICKET POSITION



- 1 1/2" Square Top & Bottom Rail, 14 ga.
- 3/4" Square Pickets, 16 ga.
- 4" or 5 1/4" Spacing between Pickets
- Power Washed for Paint Preparation
- One Shop Prime Coat
- One Top Coat Black Enamel

HEAVY ARISTOCRAT, Two Coat,

