

SELMA CEMETERY DISTRICT

2430 Floral Ave. /P.O. Box 1383 Selma, CA 93662
*(559)896-2412*Fax (559)896-3349*Email: selmacem1@yahoo.com

**Regular Meeting of the
BOARD OF TRUSTEES
Thursday January 23, 2020
4:30p.m.**

AGENDA

- 1. Call to Order:**
 - 2. Roll Call:** Chair: Robert Allen
Vice-Chair: Una Tristan
Trustee: Ron Baker
Trustee: Alan Langstraat
Trustee: Alfonso Caro
- Staff Present:** General Manager: Sandi Miller

**Date of Next Board Meeting: The next meeting will be Thursday
February 27, 2020 at 4:30pm**

Public Comment: Members of the general public may address the Board of Trustees on any item on the agenda.

Please be advised, the Brown Act prohibits action on items that are not listed on the agenda, or properly added to the agenda under the provisions of the Brown Act. The Board may set such items for consideration at some future Board meeting. *Members of the general public may address the Board. Please observe a time limit of five (5) minutes pursuant to Government Code Section 54954.3(b)*

CONSENT AGENDA:

All items on the consent agenda are to be routine and non-controversial. However, if discussion is required, the item will be removed from the consent agenda and will be discussed after the consent agenda is approved.

- 1. Minutes:** of the Thursday October 24, 2019 Regular Meeting of the Board of Trustees
- 2. Disbursements:** 10/01/19 through 10/31/19
- 3. Disbursements:** 11/01/19 through 11/30/19
- 4. Disbursements:** 12/01/19 through 12/31/19

OLD BUSINESS: Discussion/Action

- 1. Audit:** Garry Riezebos from Adair and Evans will be here to present the audit for FY 18/19.
- 2. Wells Fargo:** All funds from Wells Fargo have been transferred to Stifel and are being handled by Sandra Wheeler.

NEW BUSINESS: Discussion/Action:

1. **White Golf Cart:** The reverse has gone out in the white golf cart. The repairs are going to cost \$660.00, we paid \$1,200.00 for the cart 8 years ago. I would like to request permission to research selling or giving it to another Special District or Non-profit.
2. **CSDA Board:** My term with the CSDA board will be up in January 2021, they are requesting to know if I will be running or not. I informed the Board a few months back that I would not be running again unless it was the wishes of the board.
3. **Manager's report:** Sandi Miller-General Manager: Report attached
4. **Trustees' reports:** Trustee: **Robert Allen**
Trustee: **Alfonso Caro**
Trustee: **Ron Baker**
Trustee: **Alan Langstraat**
Trustee: **Una Tristan**

5. Adjournment:

INFORMATION REGARDING AGENDA ITEMS: Copies of the staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the office of the District Secretary and are available for public information. Any person who has a question concerning any of the agenda items may call the District Secretary at 559-896-2412

ADA: A person with a qualifying disability under the Americans with Disabilities Act of 1990 may request the District to provide a disability-related modification or accommodation in order to participate in any public meeting of the District. Such assistance includes appropriate alternative formats for the agendas and agenda packets used for any public meetings of the District. Requests for such assistance and for agendas and agenda packets shall be made in person, by telephone, facsimile, or written correspondence to Sandi Miller at the District office, at least 48 hours before any public meeting of the District.

General Manager: Sandi Miller

Burials as of 10/01/19 – 12/31//2019

Pre-need Contracts: 11

Pre-needs Paid: 37

- **Gator Program Up-date:** We received the signed contracts for the purchase of the 4 new gators. Along with the contracts came the instructions on how to order and purchase them.
- **Edger's:** Finished on November 1,2019. I will be presenting new information later on how we will need to handle next year's season.
- **Stars on Veterans headstones:** We kept Omar one of the edger's to place the remining stars on the Veterans headstones. We have changed how they are marked.
- **SDA Renewal:** I have completed my continuing education and have been renewed for my SDA. I renew every 4 years.
- **Transparency Certification:** We need one more item for the renewal on our transparency certification.
- **Update on Gophers:** After much research and phone calls, the recommendation for getting rid of the gophers was to use traps. Even several of the companies I called that is how they get rid of them. I ordered and we have received 40 new traps giving us a total of 57. **AB931 Female Reorientation:** AB931 has passed which means that city's and county's must have at least 2 females on a board of 5. This number of females is based on the population and number of board members.

**SELMA CEMETERY DISTRICT
RECORD OF THE BOARD OF TRUSTEES**

**Regular meeting
Thursday October 24, 2019 Consent
Agenda 1
4:30p.m.**

- 1. Call to Order: 4:00pm**
- 2. Roll Call:** Chair: Robert Allen - Present
Vice-Chair: Una Tristan - Absent
Trustee: Ron Baker - Present
Trustee: Alan Langstraat - Present
Trustee: Alfonso Caro - Present
Staff Present: General Manager: Sandi Miller - Present

Date of Next Board Meeting: Thursday November Board meeting will not happen due to it falling on Thanksgiving., 2019

- 3. Public Comment:** Members of the general public may address the Board of Trustees on any item on the agenda.
No members of the public attending this meeting. Sandra Wheeler from Stifel is attending to speak to the board on an agenda item.

CONSENT AGENDA:

1. Minutes: of the Thursday August 22, 2019 Regular Meeting of the Board of Trustees
2. Disbursements: 08/01/19 through 08/31/19
3. Disbursements: 09/01/19 through 09/30/2019
Motion to accept the Consent Agenda as presented by Trustee Ron Baker, Second by Trustee Alfonso Caro. Vote: - Chair Robert Allen – AYE - Trustee Ron Baker - AYE-, – Trustee Alan Langstraat – AYE Trustee Alfonso Caro-AYE Vice-Chair Una Tristan Absent. Motion carried

OLD BUSINESS: Discussion/Action

- 1. Front Desk:** The Committee interviewed and gave me their top three. I interviewed them and choose Sarai Rodriguez, she will be attending the meeting long enough for the Board to meet her. *GM Sandi Miller reported that she is very happy with her performance so far, she comes to work on time in the mornings and at lunch and seems to catch on very quickly.*
- 2. Audit:** The Auditors were here on the 24th, things went well they always have a few questions. I will let the board know when they are ready to present their findings. *GM Sandi Miller reported that the auditors were*

here, and things went very smooth. She will inform the board when they are ready to present the audit.

3. **Front Desk Computer:** Joey spent a day and half installing and setting up the new computer. The front desk computer is so fast now, it's very nice to have. *The reason it took a day and half is due to Pontem transferring the data to the new computer we had to have an appointment and Joey wanted everything up and running before the install.*
4. **Bench Up-Date:** Beer Monuments has finished the repairs and the glue is set. They put the new bench in the end of September. *To my knowledge the family has never been into nor have they contacted the office about their bench. Trustee Alan Langsraat asked that more information accompany the topics.*

NEW BUSINESS: Discussion/Action:

1. **Wells Fargo:** Sandra Wheeler has left Wells Fargo and will be attending this Board meeting to talk to the board about why and where she has moved to Stifel. *GM Sandi Miller reported that we are currently on our third representative at Wells Fargo since Sandra left. That Sandra told her on the phone that the people that have taken over her accounts do not have the knowledge for investing special districts funds. That she had learned this first hand when talking to them about funds the district has to be invested. Sandra Wheeler was then invited to speak to the board. She explained her reason for leaving, how she chose Stifel and what she could offer the district.*

Motion to move the District fund from Wells Fargo to Stifel by Trustee Alan Langsraat, Second by Trustee Alfonso Caro. Vote: - Chair Robert Allen – AYE, – Trustee Alan Langsraat – AYE Trustee Alfonso Caro-AYE, Trustee Ron Baker – Had to leave early, Vice-Chair Una Tristan Absent. Motion carried

2. **Ipad's:** Since the iPad's are too old to update to the programs, we need to use at the board meetings and are almost 8 years old. We can no longer use them for board meetings. We will need to decide what we are going to do with them. *GM Sandi Miller will check with our computer technician Joey to find out the value of the iPads considering their age. I will also check with the auditors to make sure they are fulling depreciated. Trustee Alan Langsraat suggested checking on putting them on a website for sale as well we might get more for them. GM Sandi Miller will check with Joey about which way to sell them.*

- 3. Non-Resident Fees:** At our last meeting we talked about reviewing the Non-Resident Fee. Please see attached fees charged by other districts and the description of a non-resident. *GM Sandi Miller reported that she had looked at the fee report that CAPC put's out each year to give us an idea of what the other districts are charging. We are in the middle of what everyone is charging, but I think we need to consider the fact that we don't have as much available space as we used to. Per Health and Safety, the board must determine that we have plenty of space for our residents before allowing non-residents. Raising the fee might slow down the number of non-residents and help save land. **After Discussion: the board decided to keep the non-resident fee the same for now.***
- 4. Edger's:** We learned at the conference that we will need to handle the edger's different next year. They will be finished this year the end of October. GM Sandi Miller reported that *per AB5 signed September 11, 2019, we can no longer classify our edger's as contract labor, due to the fact that they perform the same duties that the daily staff do. However, we can hire them as seasonal employees. And run their payroll through the office. We just need to approve it, decide to pay weekly or twice a month. I will need to speak to GSRMA our comp carrier to get the new rates. I will also need to check with CalPERS, they will be working more than allowed hours to not pay retirement on them.*
- 5. Report on CAPC Conference:** Chairman Robert Allen, Vice-Chair Una Tristan and GM Sandi Miller will report on this. *Chairman Robert Allen reported that they always learn new things when they attend, and he found the Trustee breakout very informative. If at all possible, the rest of the board should try to attend a few. Vice-Chair Una Tristan was not at this meeting to report. GM Sandi Miller reported that as usual she ran the mic, although there wasn't much running to it this time. We only had 84 attendee's and 14 of them were new. New people tend to be afraid to ask questions. The next conference is in Oxnard February 20-22, this is the annual conference, awards and elections. Please let me know as soon as possible if you plan to attend the rooms sell out fast and its much easier and cheaper to stay where the conference is being held.*

6. Manager's report:

Burials as of 08/01/19 – 8/31/2019:29 09/01 – 09/31/19 39

Pre-need Contracts: 10

Pre-needs Paid: 24

- **Credit Card Machine:** It turns out I was making it harder than it needed to be, all I needed to do was change the screen and found out it was finished setting up. *Unlike the other credit card machine this one doesn't automatically send the batch in at night, we have to do it manually every night that it is used.*
- **Dump Truck:** I am still researching the truck trailer situation. I was hoping that I would see some equipment companies at the CSDA conference, but none sold dump trucks or dump trailers. Once I finish training Sarai I will have more time to give to researching which way is the best and most cost effective.
- **Letters to all applicants:** I sent letters to all the applicants right after the interviews.
- **Items being moved around on grounds:** On Monday 9/23 a family member came in saying that her items were on a grave 3 spaces down. This isn't the first time this has happened, and she marks her loved one's items inside so that you can't see them. Alvaro went down there and sure enough she was correct. *Alvaro took pictures of where the items were on the grave and where they should have been. He then brought them to me, I have been trying to contact the family that removed the items from the grave they belonged on.*
- **CSDA Conference:** This was a great conference; the classes were so good it was truly hard to decide which one to attend. I helped as I had signed up for and attended the required board meetings. The anniversary celebration was a lot of fun.
- **Email Law:** AB1184 was vetoed by the Governor on October 11, 2019. This law would require us to keep all emails, including junk emails for 2 years.
- **Transparency and SDA Renewal:** All the documentation and the application for renewal has been mail prior to the deadline. *Transparency renews every 2 years and my SDA every 4 years. There is now fee renewal.*

- **New office Assistant:** Sarai has translated all of our forms to Spanish and is doing a good job working with the families.
- **AB857:** On October 17th Governor Newsom, signed this bill into law. This allows Cities and Counties to establish public banking. *What this means is that cities and counties can get together and open a bank for public agencies. This gives them the opportunity to borrow funds for project at a lower interest rate.*

7. Trustees' reports: Trustee: **Robert Allen** – Nothing
 Trustee: **Alfonso Caro** - Nothing
 Trustee: **Ron Baker** – Left early
 Trustee: **Alan Langstraat** – Asked if GM Sandi

Miller could give the board a weekly report as to what we are doing during the week, so he can respond to questions properly. GM Sandi Miller said this is what her managers' report is for, and that it would be repeating the information at board meetings because the information needs to be made public and that is why she does an manager report at the meeting. He is concerned about the number of gopher mounds that we have on the grounds. He said he did a lot of studies on them and they are seasonal. Meaning they are more active during certain times of the year. Possibly have Henry help Brad with them since there are so many and one person would have a hard time getting to them. GM Sandi Miller said that the district has been very busy with services, but that the see there are a lot more than normal. Chairman Robert Allen suggested contacting Mike at the City about them. The concern is we are going to get a lot of complaints about them.

Trustee: **Una Tristan** – Absent

8. Adjournment: 5:21pm

Respectfully submitted

Sandi Miller
 General Manager-recording secretary

Robert Allen
 Chairman of the Board

SELMA CEMETERY DISTRICT

1/15/2020 11:21 AM

Register: CASH AND CASH EQUIVALENTS:BANK OF SIERRA GENERAL ACCT

From 12/01/2019 through 12/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/02/2019			Undeposited Funds	Deposit		1,159.03	42,724.20
12/03/2019			-split-	Deposit		4,101.36	46,825.56
12/05/2019			Undeposited Funds	Deposit		200.00	47,025.56
12/06/2019			Undeposited Funds	Deposit		121.67	47,147.23
12/09/2019	11627	OMAR DARIO ROC...	CONTRACT LABOR	11/24 - 11/27 2...	312.00		46,835.23
12/09/2019	11628	OMAR DARIO ROC...	CONTRACT LABOR	12/1-12/7/2019...	481.00		46,354.23
12/10/2019			-split-	Deposit		7,777.51	54,131.74
12/11/2019			-split-	Deposit		693.33	54,825.07
12/12/2019		QuickBooks Payroll ...	-split-	Created by Pay...	6,123.26		48,701.81
12/13/2019		EFTPS	-split-	94-6001275	3,262.36		45,439.45
12/13/2019	11629	BRADLEY A RAIN...	-split-		1,623.53		43,815.92
12/13/2019	11630	HENRY LUNA	-split-		1,544.45		42,271.47
12/13/2019	11631	ADT	PROPERTY	ACCT#401120...	56.36		42,215.11
12/13/2019	11632	AMERIPRIDE	-split-	STMT# 15044...	552.59		41,662.52
12/13/2019	11633	AT&T U-VERSE	UTILITIES	ACCT# 13282...	64.20		41,598.32
12/13/2019	11634	AT&T	TELEPHONE	ACCT# 559 89...	316.98		41,281.34
12/13/2019	11635	CALIFORNIA WAT...	UTILITIES	ACCT# 67669...	41.17		41,240.17
12/13/2019	11636	CAMACHO NEW &...	REPAIRS & MAINT...	INV# 6870,68...	445.00		40,795.17
12/13/2019	11637	NAPA AUTO PART...	REPAIRS & MAINT...	ACCT# 26200	26.01		40,769.16
12/13/2019	11638	NELSON'S POWER ...	REPAIRS & MAINT...	CUST# 1172	239.61		40,529.55
12/13/2019	11639	NELSON'S ACE HA...	REPAIRS & MAINT...	ACCT#62412	131.66		40,397.89
12/13/2019	11640	ONO'S AUTO REPA...	REPAIRS & MAINT...	STMT# 1255	100.00		40,297.89
12/13/2019	11641	PONTEM SOFTWA...	OTHER (SALES TAX,...	2/1/2020-1/31/...	1,730.00		38,567.89
12/13/2019	11642	SEBASTIAN	MISCELLANEOUS E...	ACCT# 00282...	99.98		38,467.91
12/13/2019	11643	SIERRA HR PARTN...	TRAVEL & MEETINGS	INV# 54436	49.00		38,418.91
12/13/2019	11644	SPRINT	TELEPHONE	INV# 8551483...	239.50		38,179.41
12/13/2019	11645	WASTE MANAGE...	UTILITIES	INV#0027285-...	277.07		37,902.34
12/13/2019	11646	WASTE MANAGE...	UTILITIES	INV# 0027631...	124.12		37,778.22
12/13/2019	1001462...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,804.15		35,974.07
12/13/2019	1001462...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,442.13		34,531.94
12/13/2019	1001462...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	401.76		34,130.18
12/13/2019	1001462...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	51.79		34,078.39
12/13/2019	DD1278	ALVARO L SALAZ...	-split-	Direct Deposit	X		34,078.39
12/13/2019	DD1279	JESSE RODRIGUEZ	-split-	Direct Deposit	X		34,078.39
12/13/2019	DD1280	SANDRA L. MILLER	-split-	Direct Deposit	X		34,078.39
12/13/2019	DD1281	SARAI RAMIREZ	-split-	Direct Deposit	X		34,078.39
12/16/2019			Undeposited Funds	Deposit		1,159.03	35,237.42
12/18/2019			-split-	Deposit		3,577.95	38,815.37
12/18/2019	11647	OMAR DARIO ROC...	CONTRACT LABOR	12/8-12/14/201...	520.00		38,295.37
12/19/2019			-split-	Deposit		3,732.95	42,028.32

SELMA CEMETERY DISTRICT

1/15/2020 11:21 AM

Register: CASH AND CASH EQUIVALENTS: BANK OF SIERRA GENERAL ACCT

From 12/01/2019 through 12/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/19/2019			-split-	Deposit		5,055.95	47,084.27
12/23/2019	11648	OMAR DARIO ROC...	CONTRACT LABOR	12/15-12/21/19...	416.00		46,668.27
12/23/2019	11649	SELMA CEMETER...	MISCELLANEOUS	DEBIT CARD	910.40		45,757.87
12/26/2019			-split-	Deposit		5,149.31	50,907.18
12/26/2019			Undeposited Funds	Deposit		243.34	51,150.52
12/30/2019			-split-	Deposit		3,271.36	54,421.88
12/30/2019			-split-	Deposit		1,480.00	55,901.88
12/31/2019	11650	ALVARO L SALAZ...	-split-		1,686.89		54,214.99
12/31/2019	11651	BRADLEY A RAIN...	-split-		1,724.01		52,490.98
12/31/2019	11652	HENRY LUNA	-split-		1,544.45		50,946.53
12/31/2019	11653	JESSE RODRIGUEZ	-split-		1,170.80		49,775.73
12/31/2019	11654	SANDRA L. MILLER	-split-		2,780.18		46,995.55
12/31/2019	11655	SARAI RAMIREZ	-split-		996.15		45,999.40
12/31/2019	11656	OMAR DARIO ROC...	CONTRACT LABOR	12/22-12/28/19...	416.00		45,583.40
12/31/2019	11657	ADT	PROPERTY	ACCT #40112...	58.83		45,524.57
12/31/2019	11658	AT&T U-VERSE	UTILITIES	ACCT# 13282...	73.45		45,451.12
12/31/2019	11659	B.E.S.T	SALARIES & EMPLO...	INV# 4248287	373.26		45,077.86
12/31/2019	11660	BLUE SHIELD OF ...	SALARIES & EMPLO...	INV# 1935000...	54.00		45,023.86
12/31/2019	11661	CALIFORNIA BUSL...	OFFICE SUPPLIES	INV#241008	64.76		44,959.10
12/31/2019	11662	CORDEIRO VAUL...	VAULTS/MARKER F...	INV# 00020463	6,792.00		38,167.10
12/31/2019	11663	D&G FENCE CO.	REPAIRS & MAINT...	INV# 2023 ...	375.00		37,792.10
12/31/2019	11664	NELSON'S ACE HA...	REPAIRS & MAINT...	ACCT# 62412	231.73		37,560.37
12/31/2019	11665	NELSON'S POWER ...	REPAIRS & MAINT...	CUST# 1172	320.77		37,239.60
12/31/2019	11666	PG&E	-split-		814.53		36,425.07
12/31/2019	11667	ALHAMBRA	OTHER (SALES TAX,...	CUST# 28511...	39.65		36,385.42
12/31/2019	11668	VALERO MARKET...	GASOLINE & OIL	ACCT# 6521 4...	314.04		36,071.38
12/31/2019	11669	WASTE MANAGE...	UTILITIES	INV#0028336-...	161.35		35,910.03
12/31/2019	60270068	EFTPS	-split-	94-6001275	3,042.08		32,867.95
12/31/2019	1001473...	CALPERS	SALARIES & EMPLO...		4,960.59		27,907.36
12/31/2019	1001473...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,804.15		26,103.21
12/31/2019	1001473...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	401.76		25,701.45

SELMA CEMETERY DISTRICT

1/15/2020 11:21 AM

Register: CASH AND CASH EQUIVALENTS:BANK OF SIERRA GENERAL ACCT

From 11/01/2019 through 11/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/01/2019			Undeposited Funds	Deposit		X	121.67	61,712.88
11/01/2019			-split-	Deposit		X	1,170.00	62,882.88
11/05/2019			-split-	Deposit		X	5,942.95	68,825.83
11/05/2019			Undeposited Funds	Deposit		X	730.00	69,555.83
11/05/2019		BANK OF THE SIE...	CREDIT CARD FEES	lease pmt	34.69	X		69,521.14
11/06/2019			Undeposited Funds	Deposit		X	121.67	69,642.81
11/06/2019	11595	VALLEYWIDE FA...	CONTRACT LABOR	V 10/27-11/02/...	1,240.32	X		68,402.49
11/07/2019			Undeposited Funds	Deposit		X	930.00	69,332.49
11/07/2019		BANK OF THE SIE...	CREDIT CARD FEES	LAESE PMT	34.69	X		69,297.80
11/08/2019			Undeposited Funds	Deposit		X	500.00	69,797.80
11/12/2019			-split-	Deposit		X	2,335.00	72,132.80
11/12/2019		BANK OF THE SIE...	CREDIT CARD FEES		547.77	X		71,585.03
11/14/2019		QuickBooks Payroll ...	-split-	Created by Pay...	6,139.70	X		65,445.33
11/15/2019			-split-	Deposit		X	7,292.72	72,738.05
11/15/2019			Undeposited Funds	Deposit		X	1,614.41	74,352.46
11/15/2019	11596	BRADLEY A RAIN...	-split-		1,623.53	X		72,728.93
11/15/2019	11597	HENRY LUNA	-split-		1,544.45	X		71,184.48
11/15/2019	11598	AMERIPRIDE	-split-	STMT# 15044...	612.90	X		70,571.58
11/15/2019	11599	AT&T	TELEPHONE	ACCT# 559 89...	311.71	X		70,259.87
11/15/2019	11600	B.E.S.T	SALARIES & EMPLO...	INV#4182536	432.22	X		69,827.65
11/15/2019	11601	CALIFORNIA ASS...	TRAVEL & MEETINGS	BOB/UNA/SA...	1,455.00	X		68,372.65
11/15/2019	11602	CALIFORNIA ASS...	MISCELLANEOUS	MEMBERSHI...	378.00	X		67,994.65
11/15/2019	11603	CALIFORNIA WAT...	UTILITIES	ACCT# 67669...	121.45	X		67,873.20
11/15/2019	11604	CONSOLIDATED I...	PROPERTY	APN#393-071-...	938.10	X		66,935.10
11/15/2019	11605	NAPA AUTO PART...	REPAIRS & MAINTEN...	ACCT# 26200	82.11	X		66,852.99
11/15/2019	11606	FIRST DATA	CREDIT CARD FEES	ACCT# 052-1...	166.57	X		66,686.42
11/15/2019	11607	PG&E	UTILITIES	ACCT# 33142...	1,154.17	X		65,532.25
11/15/2019	11608	SEBASTIAN	MISCELLANEOUS E...	INV#10584468	99.98	X		65,432.27
11/15/2019	11609	SPRINT	TELEPHONE	INV#8551483...	235.35	X		65,196.92
11/15/2019	11610	VAST DATA CONC...	MISCELLANEOUS	INV#6501	192.35	X		65,004.57
11/15/2019	70068493	EFTPS	-split-	94-6001275	3,265.12	X		61,739.45
11/15/2019	1001444...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,804.15	X		59,935.30
11/15/2019	1001444...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,442.13	X		58,493.17
11/15/2019	1001444...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	401.76	X		58,091.41
11/15/2019	1001444...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	51.79	X		58,039.62
11/15/2019	DD1270	ALVARO L SALAZ...	-split-	Direct Deposit		X		58,039.62
11/15/2019	DD1271	JESSE RODRIGUEZ	-split-	Direct Deposit		X		58,039.62
11/15/2019	DD1272	SANDRA L. MILLER	-split-	Direct Deposit		X		58,039.62
11/15/2019	DD1273	SARAI RAMIREZ	-split-	Direct Deposit		X		58,039.62
11/18/2019	11611	OMAR DARIO ROC...	CONTRACT LABOR	11/11-11-15-2...	520.00	X		57,519.62

SELMA CEMETERY DISTRICT

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Register: CASH AND CASH EQUIVALENTS: BANK OF SIERRA GENERAL ACCT

From 11/01/2019 through 11/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/19/2019			Undeposited Funds	Deposit		X	2,666.36	60,185.98
11/19/2019			-split-	Deposit		X	3,704.62	63,890.60
11/19/2019			Undeposited Funds	Deposit		X	1,159.03	65,049.63
11/22/2019			Undeposited Funds	Deposit		X	243.33	65,292.96
11/22/2019	11612	PRIORITY WEST M...	REPAIRS & MAINTEN...	REPAIR OF L...	600.00	X		64,692.96
11/26/2019		QuickBooks Payroll ...	-split-	Created by Pay...	6,683.26	X		58,009.70
11/27/2019			-split-	Deposit		X	4,153.09	62,162.79
11/27/2019	11613	BRADLEY A RAIN...	-split-		1,623.53			60,539.26
11/27/2019	11614	HENRY LUNA	-split-		1,544.45	X		58,994.81
11/27/2019	11615	BLUE SHIELD OF ...	SALARIES & EMPLO...	INV#1931700...	63.00			58,931.81
11/27/2019	11616	CALIFORNIA BUSI...	OFFICE SUPPLIES	INV#239346	67.10			58,864.71
11/27/2019	11617	CHRISTY VAULT ...	VAULTS/MARKER F...	INV#0086585-...	4,423.00			54,441.71
11/27/2019	11618	CONSOLIDATED I...	PROPERTY	INV#2065	58.33			54,383.38
11/27/2019	11619	DEARBORN NATI...	SALARIES & EMPLO...	ACCT# F004945	227.40			54,155.98
11/27/2019	11620	OMAR DARIO ROC...	CONTRACT LABOR	11/17-11/23/19...	520.00			53,635.98
11/27/2019	11621	PG&E	-split-		266.55			53,369.43
11/27/2019	11622	SELMA CEMETER...	MISCELLANEOUS	DEBIT CARD	397.47	X		52,971.96
11/27/2019	11623	SIERRA HR PARTN...	MISCELLANEOUS	LABOR LAW ...	140.00			52,831.96
11/27/2019	11624	ALHAMBRA	OTHER (SALES TAX,...	INV#5086013 ...	97.90			52,734.06
11/27/2019	11625	VAST DATA CONC...	MISCELLANEOUS	INV#6594	192.35			52,541.71
11/27/2019	11626	VALERO MARKET...	GASOLINE & OIL	ACCT# 6521 4...	1,097.03			51,444.68
11/27/2019	10729087	EFTPS	-split-	94-6001275	2,847.36	X		48,597.32
11/27/2019	1001451...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	401.76	X		48,195.56
11/27/2019	1001451...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,804.15	X		46,391.41
11/27/2019	1001451...	CALPERS	SALARIES & EMPLO...		4,826.24	X		41,565.17
11/27/2019	DD1274	ALVARO L SALAZ...	-split-	Direct Deposit		X		41,565.17
11/27/2019	DD1275	JESSE RODRIGUEZ	-split-	Direct Deposit		X		41,565.17
11/27/2019	DD1276	SANDRA L. MILLER	-split-	Direct Deposit		X		41,565.17
11/27/2019	DD1277	SARAI RAMIREZ	-split-	Direct Deposit		X		41,565.17

SELMA CEMETERY DISTRICT

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Register: CASH AND CASH EQUIVALENTS:BANK OF SIERRA GENERAL ACCT

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/01/2019	11525	AEON MANUFACT...	VAULTS/MARKER F...	INV# 24313	1,381.76	X		119,190.93
10/01/2019	11526	ADT	PROPERTY	ACCT# 40112...	56.36	X		119,134.57
10/01/2019	11527	ALHAMBRA	OTHER (SALES TAX,...	CUST# 28511...	129.68	X		119,004.89
10/01/2019	11528	AT&T U-VERSE	UTILITIES	ACCT# 13282...	60.00	X		118,944.89
10/01/2019	11529	B.E.S.T	SALARIES & EMPLO...	INV# 4067206	140.42	X		118,804.47
10/01/2019	11530	BLUE SHIELD OF ...	SALARIES & EMPLO...	INV#1925600...	45.00	X		118,759.47
10/01/2019	11531	CALIFORNIA BUSI...	OFFICE SUPPLIES	INV# 235103	64.76	X		118,694.71
10/01/2019	11532	NELSON'S ACE HA...	REPAIRS & MAINTEN...	ACCT# 62412	329.51	X		118,365.20
10/01/2019	11533	NELSON'S POWER ...	REPAIRS & MAINTEN...	CUST#1172	257.08	X		118,108.12
10/01/2019	11534	PG&E	-split-		458.48	X		117,649.64
10/01/2019	11535	SEBASTIAN	MISCELLANEOUS E...	ACCT# 00028...	99.98	X		117,549.66
10/01/2019	11536	WASTE MANAGE...	UTILITIES	INV# 0026181...	277.07	X		117,272.59
10/01/2019	11537	VALERO MARKET...	GASOLINE & OIL	ACCT# 6521 4...	753.10	X		116,519.49
10/01/2019	11538	VALLEYWIDE FA...	CONTRACT LABOR	09/22-09/28/19...	1,175.04	X		115,344.45
10/01/2019	11539	BARBARA E. HAY...	CONTRACT LABOR	09/20-09/27/19...	512.00	X		114,832.45
10/01/2019	11540	WELLS FARGO AD...	ENDOWMENT CARE	ACCT# 5718-3...	5,825.00	X		109,007.45
10/01/2019	11541	WELLSFARGO MA...	PROPERTY	RENTAL INC...	3,605.00	X		105,402.45
10/01/2019	1416886	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,442.13	X		103,960.32
10/01/2019	1416888	CALIF. PUBLIC EM...	Payroll Liabilities	1772	51.79	X		103,908.53
10/01/2019	1416898	CALIF. PUBLIC EM...	Payroll Liabilities	1772	203.16	X		103,705.37
10/01/2019	8395242	BOARD OF EQUAL...	Sales Tax Payable	07/01 -09/30/2...	1,509.00	X		102,196.37
10/01/2019	10407326	EFTPS	-split-	94-6001275	2,600.94	X		99,595.43
10/01/2019	15766927	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,804.15	X		97,791.28
10/01/2019	1001416...	CALPERS	SALARIES & EMPLO...	09/16/2019 - 0...	4,826.24	X		92,965.04
10/02/2019			-split-	Deposit		X	165.42	93,130.46
10/02/2019		EDD	SALARIES & EMPLO...		0.06	X		93,130.40
10/04/2019		EDD	-split-	925-0055-2	353.97	X		92,776.43
10/07/2019		BANK OF THE SIE...	CREDIT CARD FEES	LEASE PMT	34.69	X		92,741.74
10/07/2019		BANK OF THE SIE...	CREDIT CARD FEES	LEASE PMT	34.69	X		92,707.05
10/07/2019	11542	SELMA CEMETER...	MISCELLANEOUS	DEBIT ACCO...	2,442.85	X		90,264.20
10/07/2019	11543	SANDI MILLER	TRAVEL & MEETINGS	CAPC CONF.	406.36	X		89,857.84
10/08/2019			Undeposited Funds	Deposit		X	150.00	90,007.84
10/09/2019			-split-	Deposit		X	1,307.34	91,315.18
10/09/2019			Undeposited Funds	Deposit		X	955.00	92,270.18
10/10/2019			Undeposited Funds	Deposit		X	930.00	93,200.18
10/10/2019		BANK OF THE SIE...	CREDIT CARD FEES		388.69	X		92,811.49
10/14/2019			-split-	Deposit		X	2,585.00	95,396.49
10/15/2019			-split-	Deposit		X	5,117.95	100,514.44
10/15/2019	11544	ALVARO L SALAZ...	-split-		1,686.89	X		98,827.55
10/15/2019	11545	BRADLEY A RAIN...	-split-		1,623.53	X		97,204.02

SELMA CEMETERY DISTRICT

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Register: CASH AND CASH EQUIVALENTS: BANK OF SIERRA GENERAL ACCT

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/15/2019	11546	HENRY LUNA	-split-		1,544.45	X		95,659.57
10/15/2019	11547	JESSE RODRIGUEZ	-split-		1,098.44	X		94,561.13
10/15/2019	11548	SANDRA L. MILLER	-split-		2,334.78	X		92,226.35
10/15/2019	11549	SARAI RAMIREZ	-split-		1,007.85	X		91,218.50
10/15/2019	11550	AMERIPRIDE	-split-		436.62	X		90,781.88
10/15/2019	11551	AT&T	TELEPHONE	559 896-2412 ...	298.06	X		90,483.82
10/15/2019	11552	B.E.S.T	SALARIES & EMPLO...	INV# 4126595...	317.30	X		90,166.52
10/15/2019	11553	CALIFORNIA WAT...	UTILITIES	ACCT# 67669...	123.74	X		90,042.78
10/15/2019	11554	C.S.D.A.	MISCELLANEOUS	DUES 2020 R...	2,043.00	X		87,999.78
10/15/2019	11555	CAMACHO NEW &...	REPAIRS & MAINT...	INV# 6627	70.00	X		87,929.78
10/15/2019	11556	United States Treasury	Payroll Expenses:FED...	EIN# 94-60012...	1.22	X		87,928.56
10/15/2019	11557	THE MOWERS ED...	REPAIRS & MAINT...	CUST# 3923	1,158.04	X		86,770.52
10/15/2019	11558	NAPA AUTO PART...	REPAIRS & MAINT...	ACT# 26200	117.77	X		86,652.75
10/15/2019	11559	PG&E	UTILITIES	ACCT# 33142...	1,570.95	X		85,081.80
10/15/2019	11560	ROBERT ALLEN	TRAVEL & MEETINGS	CAPC ED AR...	314.92	X		84,766.88
10/15/2019	11561	SPRINT	TELEPHONE	INV# 8551483...	225.95	X		84,540.93
10/15/2019	11562	VALLEYWIDE FA...	CONTRACT LABOR	09/22-09/29/20...	1,436.16	X		83,104.77
10/15/2019	11563	VALLEYWIDE FA...	CONTRACT LABOR	09/30-10/06/20...	1,305.60	X		81,799.17
10/15/2019	11564	VAST DATA CONC...	MISCELLANEOUS	INV# 6410	192.35	X		81,606.82
10/15/2019	11565	WASTE MANAGE...	UTILITIES	INV# 0026531...	161.35	X		81,445.47
10/15/2019	11566	LEE CENTRAL -CA...	MISCELLANEOUS	acct# 234-6000...	1.50	X		81,443.97
10/15/2019	1426673	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,804.15	X		79,639.82
10/15/2019	1426678	CALIF. PUBLIC EM...	Payroll Liabilities	1772	401.76	X		79,238.06
10/15/2019	64305044	EFTPS	-split-	94-6001275	3,262.36	X		75,975.70
10/16/2019			Undeposited Funds	Deposit		X	2,441.36	78,417.06
10/16/2019			MISCELLANEOUS	TESTING MA...		X	0.02	78,417.08
10/18/2019			Undeposited Funds	Deposit		X	2,777.95	81,195.03
10/18/2019	11567	SDLF	MISCELLANEOUS	SDA RENEWAL	50.00	X		81,145.03
10/21/2019			Undeposited Funds	Deposit		X	1,614.41	82,759.44
10/21/2019	11568	VALLEYWIDE FA...	CONTRACT LABOR	10/13 - 10/19/1...	1,305.60	X		81,453.84
10/22/2019			Undeposited Funds	Deposit		X	35.00	81,488.84
10/22/2019	11569	SANDI MILLER	TRAVEL & MEETINGS	CSDA PROF. ...	280.56	X		81,208.28
10/24/2019			-split-	Deposit		X	4,341.36	85,549.64
10/25/2019			Undeposited Funds	Deposit		X	210.00	85,759.64
10/25/2019			Undeposited Funds	Deposit		X	1,377.95	87,137.59
10/29/2019			Undeposited Funds	Deposit		X	525.00	87,662.59
10/30/2019			-split-	Deposit		X	3,552.21	91,214.80
10/30/2019			Undeposited Funds	Deposit		X	300.00	91,514.80
10/30/2019	60116951	EFTPS	-split-	94-6001275	3,359.48	X		88,155.32
10/31/2019	11570	ALVARO L SALAZ...	-split-		1,816.42	X		86,338.90

SELMA CEMETERY DISTRICT

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Register: CASH AND CASH EQUIVALENTS:BANK OF SIERRA GENERAL ACCT

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/31/2019	11571	BRADLEY A RAIN...	-split-		1,724.01	X		84,614.89
10/31/2019	11572	HENRY LUNA	-split-		1,544.45	X		83,070.44
10/31/2019	11573	JESSE RODRIGUEZ	-split-		1,098.44	X		81,972.00
10/31/2019	11574	SANDRA L. MILLER	-split-		2,334.78	X		79,637.22
10/31/2019	11575	SARAI RAMIREZ	-split-		1,006.02	X		78,631.20
10/31/2019	11576	EDD	Payroll Expenses:CA.P...	ID # L1858908...	55.10	X		78,576.10
10/31/2019	11577	ADT	PROPERTY	ACCT# 40112...	56.36	X		78,519.74
10/31/2019	11578	AEON MANUFACT...	VAULTS/MARKER F...	INV# 24527	3,562.75	X		74,956.99
10/31/2019	11579	AT&T U-VERSE	UTILITIES	ACCT# 13282...	64.20	X		74,892.79
10/31/2019	11580	BLUE SHIELD OF ...	SALARIES & EMPLO...	INV# 1928700...	45.00	X		74,847.79
10/31/2019	11581	CALIFORNIA BUSI...	OFFICE SUPPLIES	INV# 237119	64.76	X		74,783.03
10/31/2019	11582	CHRISTY VAULT ...	VAULTS/MARKER F...	INV#0086419-...	1,126.00	X		73,657.03
10/31/2019	11583	FAMILY HEALTH ...	OTHER (SALES TAX,...	PREEMPLOY...	160.01	X		73,497.02
10/31/2019	11584	LEONS COMPUTE...	CONTRACT LABOR	INV# 5274	60.00	X		73,437.02
10/31/2019	11585	NELSON'S ACE HA...	REPAIRS & MAINT...	ACCT# 62412	165.09	X		73,271.93
10/31/2019	11586	NELSON'S POWER ...	REPAIRS & MAINT...	CUST# 1172	1,047.75	X		72,224.18
10/31/2019	11587	PG&E	-split-		348.73	X		71,875.45
10/31/2019	11588	ALHAMBRA	OTHER (SALES TAX,...	CUST ACCT# ...	144.58	X		71,730.87
10/31/2019	11589	STREAMLINE	MISCELLANEOUS	INV# 102152	100.00	X		71,630.87
10/31/2019	11590	VALERO MARKET...	GASOLINE & OIL	ACCT# 6521 4...	937.93	X		70,692.94
10/31/2019	11591	WASTE MANAGE...	UTILITIES	INV# 0026729...	277.07	X		70,415.87
10/31/2019	11592	WASTE MANAGE...	UTILITIES	INV#0027077-...	161.35	X		70,254.52
10/31/2019	11593	VALLEYWIDE FA...	CONTRACT LABOR	10/20-10/26/20...	1,305.60	X		68,948.92
10/31/2019	11594	SANDI MILLER	TRAVEL & MEETINGS	CSDA BOAR...	325.56	X		68,623.36
10/31/2019	1001435...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	401.76	X		68,221.60
10/31/2019	1001435...	CALIF. PUBLIC EM...	Payroll Liabilities	1772	1,804.15	X		66,417.45
10/31/2019	1001435...	CALPERS	SALARIES & EMPLO...		4,826.24	X		61,591.21

QuickBooks Payroll Services

Sent: 12/11/2019

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Payroll service fee	\$7.00
Direct Deposit	\$6116.26

Total payment	\$6123.26

to be withdrawn from CASH AND CASH EQUIVALENTS: BANK OF SIERRA GENERAL ACCT.

Payroll Run Summary for 12/13/2019:

Paychecks		Direct Deposit
Total		6,116.26
DD1278	ALVARO L. SALAZAR MENDOZA	1,686.89
DD1279	JESSE RODRIGUEZ	1,098.44
DD1280	SANDRA L. MILLER	2,334.78
DD1281	SARAI RAMIREZ	996.15

QuickBooks Payroll Services

Sent: 11/25/2019

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Payroll service fee	\$7.00
Direct Deposit	\$6676.26

Total payment	\$6683.26

to be withdrawn from CASH AND CASH EQUIVALENTS: BANK OF SIERRA GENERAL ACCT.

Payroll Run Summary for 11/27/2019:

Paychecks	Direct Deposit
Total	6,676.26
DD1274 ALVARO L SALAZAR MENDOZA	1,686.89
DD1275 JESSE RODRIGUEZ	1,098.44
DD1276 SANDRA L. MILLER	2,894.78
DD1277 SARAI RAMIREZ	996.15

QuickBooks Payroll Services

Sent: 11/13/2019

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Payroll service fee	\$7.00
Direct Deposit	\$6132.70

Total payment	\$6139.70

to be withdrawn from CASH AND CASH EQUIVALENTS: BANK OF SIERRA GENERAL ACCT.

Payroll Run Summary for 11/15/2019:

Paychecks	Direct Deposit
Total	6,132.70
DD1270 ALVARO L SALAZAR MENDOZA	1,686.89
DD1271 JESSE RODRIGUEZ	1,098.44
DD1272 SANDRA L. MILLER	2,334.78
DD1273 SARAI RAMIREZ	1,012.59
