

Sanger/Del Rey Cemetery District

Regular Meeting – Board of Trustee’s
January 17, 2024
Sanger/Del Rey Cemetery District, 1:30 P.M.
568 South Rainbow Avenue
Sanger, CA

AGENDA

Any Agenda item may be discussed in a different order, if necessary. The Board may take action whether items are listed as action, information or discussion.

<u>AGENDA ITEM</u>	<u>Staff Recommended Action</u>
1. Call to Order – Determination of quorum – President	
2. Recognize and Hear From Visitors	
This portion of the meeting is reserved for persons wishing to address the Board on items within its jurisdiction but not on this Agenda. NOTE: Prior to action by the Board on any item on this agenda, the public may comment on that item. Unscheduled comments may be limited to 3 minutes.	
All items on the Consent Agenda are considered to be routine and non-controversial by Cemetery staff and will be approved by one motion if no member of the Board or public wishes to comment or ask questions. Items pulled from the Calendar will be considered separately.	
3. Communications/Correspondence None.	Information
4. Consent Agenda: The following items will be Approved as one item if they are not excluded from the motion adopting the consent.	Motion to Approve Consent Calendar
(a) Minutes – Review/amend and approve Minutes of the prior meeting – November 15, 2023	Motion to Approve
(b) Meeting Schedule – 2024 Review meeting dates	Information
5. Bills Paid/Deposits Received Review and ratify bills paid/deposits received in November and December.	Motion to Ratify

<u>AGENDA ITEM</u>	Staff Recommended Action
6. Conference/Education Schedule Review for information	Information

NEW BUSINESS –

7. Adair & Evans – Audit Report 2022/2023 Presentation of 2022/2023 Audit <i>(Garry Riezbos, CPA, Adair & Evans)</i>	Motion to Receive/File
8. Reports a) Cemetery Operations b) Expansion Sprinkle Addition	Information
9. CLOSED SESSION -	

NOTICE TO THE PUBLIC

As provided in the Ralph M. Brown Act, Government Code., the Governing Board may meet in closed session with members of its staff and its attorneys. These sessions are not open to the public and may not be attended by members of the public. The matters the Board will meet on in closed session are identified appropriately in open sessions as requiring immediate attention and arising after the posting of the agenda. Any public reports of action taken in closed session will be made in accordance with Government Code.

(1) Conference with Legal Counsel – Anticipated litigation (Cal.Govt. Code.Sec. 54956.9). One (1)case.

10. OTHER BUSINESS

Comments:

(a) Public	Information
(b) Staff	Information
(c) Management	Information
(d) Trustee’s	Information

11. ADJOURNMENT –	Motion to Approve
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Sanger/Del Rey Cemetery District

[2]

Agenda – Supporting Data
For the meeting of
January 17, 2023

SUBJECT: RECOGNIZE AND HEAR FROM VISITORS

SUMMARY:

This is the portion of the meeting that is reserved for persons desiring to address the Board on any matter not otherwise on the agenda and within the oversight jurisdiction of the Board. Speakers shall address all comments to the President and the Board as a body and not to any particular Board Member or member of the staff. Speakers should limit their comments to three (3) minutes.

BACKGROUND/COMMENTS:

Public agencies are required by law to provide an opportunity for the public to address the Board of Trustee's on issues of concern whether or not those issues appear on the agenda.

FINDINGS:

At the time of posting of this agenda no advance requests to address the Board have been made.

Sanger/Del Rey Cemetery District

[3]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: COMMUNICATIONS AND CORRESPONDENCE

SUMMARY:

None.

BACKGROUND/COMMENTS:

None.

FINDINGS:

None.

Sanger/Del Rey Cemetery District

[4.a]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: BOARD MINUTES OF November 15, 2023

SUMMARY:

Review and consider approving the draft of the minutes of the November 15, 2023 meeting of the Board of Trustee's.

BACKGROUND:

The draft of the minutes of the referenced meeting is included in this agenda.

Management believes that the draft of the proposed Minutes correctly reflects the actions taken by the Board of Trustee's at the referenced meeting.

OPTIONS:

1. Approve the minutes, or
2. Make corrections, and then approve the minutes as corrected.

FINDINGS:

None

RECOMMENDED ACTION:

The Board of Trustee's approve the draft of the minutes of the referenced meeting, as presented or as corrected.

Respectfully Submitted:

Ken Sonksen, General Manager

**MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES
SANGER/DEL REY CEMETERY DISTRICT
November 15, 2023**

The Board of Trustees of the Sanger/Del Rey Cemetery District met for its Board Meeting on November 15, 2023 at the Sanger/Del Rey Cemetery District office Boardroom, Sanger, California.

The following were present:

Trustees:

Mark Johnson, President
Rene Gonzalez, Secretary
Rick Bubenik, Treasurer

Consultants:

Meggin Boranian, General Counsel, Fike and Boranian

Staff:

Ken Sonksen, General Manager
Teri Lowrey, Administrative Assistant

Item 1.0 – Call to Order

President Johnson called the meeting together at 1:35 p.m.

Item 2.0 – Recognize and Hear from Visitors

None.

Item 3.0 – Communications/Correspondence

None.

Item 4.0 – Consent Agenda

- 4a. Minutes – September 20, 2023.
- 4b. Meeting schedule.

A motion was made to approve the consent agenda with the change of February 21, 2024 Board Meeting to January 17, 2024.

MSC Gonzalez/Bubenik 3 ayes

Item 5.0 – Bills Paid/Deposits Received

The bills paid/deposits received for September and October were presented.

A motion was made to ratify the bills paid/deposits received in September and October.

MSC Bubenik/Gonzalez 3 ayes

Item 6.0 – Conferences/Education Schedule

GM Sonksen gave a verbal report on the upcoming conferences.

Item 7.0 - Adair & Evans – Audit Report 2022/2023

Adair & Evans could not make this meeting and will present the 2022/23 Audit at the January 2024 Board Meeting.

Item 8.0 – Irrigation Expansion

GM Sonksen gave a verbal report. He reported that the District has purchased future irrigation products and employees have been working on installing them. During this process Covid-19 hit and an employee quit. With grass planting season quickly approaching, it doesn't appear District employees will be able to have this project ready for springtime hydro mulching. GM Sonksen has been in contact with several contractors and most are not willing to use pre-purchased products. One contractor, Sunset Landscapes, Inc. has indicated they would use these previously purchased products.

There are three phases to complete this project. 1) Phase I (main water line irrigation, \$ 16,632). Phase II (sprinkler line installation, \$ 31,883; and; 3) Phase 3 (hydro mulch southernmost area in April/May, \$ 12,267). Sunset Landscaping, Inc. has provided a bid for each Phase totaling \$ 60,782. Funding options in the 2023/24 budget have approximately \$47,500 that can be taken out of fixed assets leaving the remaining balance coming from the District infrastructure account combined with 2023/24 savings.

A motion was made to combine the irrigation expansion Phase I, II and III and award the project to Sunset Landscapes, Inc., for \$ 60,782, direct GM and General Counsel to develop a contract and authorize President Johnson to execute.

MSC Bubenik/Gonzalez 3 ayes

Item 9.0 – District Organization

GM Sonksen gave a verbal report. He described the District organizational structure over the past 25 years. When Covid19 hit, the District’s volume of burial services increased approximately 75 services per year, and currently the District is an employee down. Grounds maintenance has increased by 10 acres on the expansion side. This all adds up to more lawn to maintain, headstones to place and edge, tree roses to maintain, etc. The District has looked into a labor force contractor but discovered contracted workers driving District equipment would not be covered under the District liability insurance. GM Sonksen presented a proposed revised District Organization Chart that could seasonally add (4) maintenance workers; and (1) administrative clerk. These positions would be Non-Regular Employees limited to 1000 hours worked of 125 paid workdays per year, eligible for State required sick leave at 1 hour for every 30 hours worked, but not eligible for other benefits provided to Regular Employees. The Board asked questions and GM Sonksen answered them.

A motion was made to approve the District Organization chart and direct GM and General Counsel to revise the District Policy Handbook consistent with its approved recommendations.

MSC Gonzalez/Bubenik 3 ayes

Item 10.0 – Surplus District Equipment

GM Sonksen gave a verbal report. He reported that Kubota Cart serial # 91225 has 4,511 hours of use and was purchased in the 1990’s. This is one of six carts and was being used as a backup cart. With the District one groundskeeper down, it currently doesn’t need a backup cart. The Board ask questions and GM Sonksen answered them.

A motion was made to surplus Kubota card serial # 91225, set the minimum value at \$ 4,500 and authorize a 5 day internet sealed bid sale.

MSC Gonzalez/Bubenik

Item 11.0 – Reports

a) Cemetery Operations – Information

GM gave a verbal report on a requested disinterment from 1941. The Board asked questions and GM Sonksen answered them.

Item 12.0 – Closed Session

None.

Item 13.0 – Other Business

None.

At 3:10 p.m. on November 15, 2023 the Meeting of the Board of Trustees was adjourned.

Approved: _____
Date

Rene Gonzalez, Secretary

NEXT MEETING OF THE BOARD OF TRUSTEES

January 17, 2024 – Regular Meeting, Sanger, CA

Sanger/Del Rey Cemetery District

[4.b]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: MEETING SCHEDULE - 2024

SUMMARY:

A current schedule of regular meetings for 2024 is on the following page.

BACKGROUND:

At the beginning of each year the Board needs to review and approve the meeting schedule for the upcoming year.

FINDINGS:

The times shown moves the regular meetings of the Board of Trustees to the third Wednesday and time change to 1:30 p.m.

RECOMMENDED ACTION:

Board of Trustee's comment on proposed schedule, make appropriate adjustments, and approve meeting schedule for 2024.

Respectfully Submitted

Ken Sonksen, General Manager

**Schedule of 2024
Sanger/Del Rey Cemetery District
Regular Meetings**

January	17 th	Regular Meeting	District Office
March	20 th	Regular Meeting <i>(GM Evaluation Initiation)</i>	District Office
April	17 th	Regular Meeting <i>(GM Evaluation)</i>	District Office
May	15 th	Regular Meeting <i>(District Goal Development)</i>	District Office
June	19 th	Tentative Meeting	District Office
July	17 th	Regular Meeting <i>(Final Budget Meeting)</i>	District Office
September	18 th	Regular Meeting	District Office
October	16 th	Regular Meeting	District Office
November	20 th	Regular Meeting	District Office

Sanger/Del Rey Cemetery District

[5]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: BILLS PAID/DEPOSITS RECEIVED

SUMMARY:

Request for Board review and ratification of bills paid and deposits received during November & December 2023.

BACKGROUND:

Attached is a list of the bills paid and receipts received during the months listed above.

FINDINGS:

The attached list of bills was paid in accordance with established District policy. The payments were made from the General checking account at Fresno County Auditors office and the petty checking account at WestAmerica Bank in Sanger. The deposits were also made at WestAmerica Bank in Sanger. At the request of the Board the sales breakdown of the deposits has been condensed to allow easier viewing.

RECOMMENDED ACTION:

The Board of Trustee's:

1. Review the attached listings.
2. Ask about any items that need clarification.
3. Ratify payment of the bills and deposits, as attached hereto.

Respectfully Submitted

Teri Lowrey, Secretary/Bookkeeper

November 2023 Deposits

Bank	Deposit	Receipts	Cash	Date	Received From	Deceased	Total
Deposit	Date						Cash
		283109	\$ 460.00	27-Oct	Bert Stalter	Oliver (2)	\$ 460.00
		283110	\$ 465.00	27-Oct	Mickie Passmoew	Passmore (1)	\$ 465.00
		283111	\$ 2,278.34	27-Oct	Patricia Guedea	Inter Vasquez	\$ 2,278.34
		283112	\$ 3,003.34	30-Oct	Milton Draper Trust	Inter Milton Draper	\$ 3,003.34
		283113	\$ 2,359.72	31-Oct	Rocio Quintana	Inurn Hernandez-Balderas	\$ 2,359.72
		283114	\$ 395.00	31-Oct	Cheryl Cadera	Caldera (1)	\$ 395.00
		283115	\$ 515.00	1-Nov	Ramiro Hernandez	Hernandez (2)	\$ 515.00
		283116	\$ 1,758.34	2-Nov	Genesis Lopez	Arturo Gaona	\$ 1,758.34
		283117	VOID				\$ -
		283118	\$ 2,278.34	2-Nov	Rudy Baldera	Inter Balderas	\$ 2,278.34
		283119	\$ 2,278.34	2-Nov	Kinslow & Mariana Ashford	Inter Ashford	\$ 2,278.34
		283120	\$ 2,278.34	2-Nov	Quintin & Daniella Hawkins	Inter Lobaugh	\$ 2,278.34
		283121	\$ 3,728.34	3-Nov	Mariala Rivera Inazaga	Inter Daniel Rivera	\$ 3,728.34
		283122	\$ 4,919.07	3-Nov	Maria & Juan Ochoa	Inter Ochoa	\$ 4,919.07
\$ 26,717.17	2-Nov						\$ -
		283123	\$ 4,780.27	6-Nov	Elexis Rodriguez	Inter Robert Rodriguez	\$ 4,780.27
		283124	\$ 370.00	7-Nov	Terry Barthuli	Barthuli VA (0)	\$ 370.00
		283125	\$ 2,004.72	7-Nov	Cheryl Colombini	Inurn John Self (0)	\$ 2,004.72
		283126	\$ 885.00	7-Nov	Jose Louis DeLa Cruz	Adrian (2) & Jose/Anita (0)	\$ 885.00
		283127	\$ 2,278.34	7-Nov	Vicky Hopper	Inter Frank Olivarez	\$ 2,278.34
		283128	\$ 450.00	7-Nov	Kenneth Dildine	Dildine VA (2)	\$ 450.00
		283129	\$ 505.00	8-Nov	Gloria Morales	Alfredo Morales (2)	\$ 505.00
		283130	\$ 1,095.00	8-Nov	Victor Magos Jr.	Memorial Bench	\$ 1,095.00
\$ 12,368.33	9-Nov						
		283131	\$ 410.00	9-Nov	Bertha Adame	Maria Garcia Ramirez (1)	\$ 410.00
		283132	\$ 1,450.00	13-Nov	Leticia Martinez	(1)Grave 120-9-2	\$ 1,450.00
		283137	\$ 1,387.88	14-Nov	Kurt Sieve	Inurn Carol Sieve	\$ 1,387.88
		283138	\$ 410.00	15-Nov	Freddie Coon	Coon (1)	\$ 410.00
		283139	\$ 2,112.88	15-Nov	William Tokumoto	Inurn William Tokumoto	\$ 2,112.88
		283140	\$ 2,900.00	16-Nov	Frank & Martha Carrillo	(2)Graves 125-1-9 & 11	\$ 2,900.00
		283141	\$ 3,728.34	16-Nov	Esparanza Hernandez	Inter Jesus Hernandez	\$ 3,728.34
\$ 12,399.10	17-Nov						\$ -

November 2023 Deposits

Bank	Deposit	Receipts	Cash	Date	Received From	Deceased	Total
Deposit	Date						Cash
		283142	\$ 1,450.00	20-Nov	Timeteo Luna	(1)Grave 125-12-8	\$ 1,450.00
		283143	\$ 450.00	20-Nov	Apolonia Neri	Zenaida Neri (2)	\$ 450.00
		283144	\$ 4,919.07	20-Nov	Steven Lerman & Assoc.	Inter Maximiliano Sosa Jr.	\$ 4,919.07
		283145	\$ 425.00	20-Nov	Carolyn Hildebrand		\$ 425.00
\$ 7,244.07	22-Nov						\$ -
							\$ -
			\$ 58,728.67				\$ 58,728.67

December 2023
Cash Received

Bank Deposit	Deposit Date	Receipts	Cash	Date	Received From	Deceased	Total Cash
		283133	\$ 258.37	1-Dec	Diana Enriquez	Partial Pymt Inurn Victorio Elizondo	\$ 258.37
		283134	\$ -		Void		\$ -
		283135	\$ 258.37	1-Dec	Antonia Garcia	Partial Pymt Inurn Victorio Elizondo	\$ 258.37
		283136	\$ 1,417.98	1-Dec	Antonia Garcia	Partial Pymt Inurn Victorio Elizondo	\$ 1,417.98
		283146	\$ 460.00	1-Dec	Virginia Castillo	John Castillo (2)	\$ 460.00
		283147	\$ 505.00	1-Dec	Rudy Balderas	Balderas Dbl(2)	\$ 505.00
		283148	\$ 1,908.93	1-Dec	Denise Lynn Denton	Inurn Richard Denton	\$ 1,908.93
		283149	\$ 2,900.00	1-Dec	Jaime & Isabel Silva	(2)Graves 120-13-1 & 3	\$ 2,900.00
		283150	\$ 2,900.00	1-Dec	Selise Sosa	(2)Graves 125-8-1 & 3	\$ 2,900.00
		283151	\$ 3,728.34	1-Dec	Rachel Escutia	Inter Marco A. Escutia	\$ 3,728.34
		283152	\$ 380.00	1-Dec	Jose Gonzales	Ramirez-Banuelos (0)	\$ 380.00
		283153	\$ 5,208.34	1-Dec	Steve Masaoka	Inter Lillian Masaoka (1)125-12-9	\$ 5,208.34
		283154	\$ 425.00	1-Dec	Lee Wood	Wood Dbl (0)	\$ 425.00
		283155	\$ 2,278.34	1-Dec	Remberto Alcalá	Iner Jose Meza	\$ 2,278.34
		283156	\$ 2,537.88	1-Dec	Modesto Saucedo	Inurn Francisco Javier Garcia	\$ 2,537.88
		283157	\$ 3,728.34	1-Dec	Benedicta Bonjoni	Inter Abelardo Lazano Torres	\$ 3,728.34
		283158	\$ 216.96	1-Dec	Cintas	Refund	\$ 216.96
\$ 29,111.85	1-Dec						\$ -
		283159	\$ 1,387.88	1-Dec	Sharon Kimura	Inurn Umeyo Helen Tanaka	\$ 1,387.88
		283160	\$ 1,934.72	1-Dec	Robert Scheidt	Inurn Robert Scheidt	\$ 1,934.72
		283161	\$ 1,387.88	4-Dec	Alfred Fernandez	Inurn Rebecca Ybarra	\$ 1,387.88
		283162	\$ 2,575.27	5-Dec	Adela Palma	Inter Adela Palma Cuevas	\$ 2,575.27
		283163	\$ 3,728.34	6-Dec	Dopkins Reedley	Inter Alfredo Azua	\$ 3,728.34
		283164	\$ 515.00	7-Dec	Jaime Garza	Garza Dbl (2)	\$ 515.00
\$ 11,529.09	8-Dec						\$ -
		283165	\$ 450.00	8-Dec	Jose Rivera	Daniel Rivera (2)	\$ 450.00
		283166	\$ 3,758.34	11-Dec	Lucia Hernandez	Inter Vitaliano Hernandez Scott	\$ 3,758.34
		283167	\$ 1,165.00	12-Dec	Olga Medina	Julio Medina Niche Service	\$ 1,165.00
		283168	\$ 1,934.72	12-Dec	Leroy Kinzel	Inurn Marilyn Kinzel	\$ 1,934.72
		283169	\$ 1,450.00	12-Dec	Silvestre Perez	(1)Grave 120-5-7	\$ 1,450.00
		283170	\$ 1,634.72	12-Dec	Mary Anne Barker	Inurn Howard Barker	\$ 1,634.72
		283171	\$ 4,055.27	13-Dec	Ana Karen Avila	Inter Manuel Avila	\$ 4,055.27
		283172	\$ 370.00	14-Dec	Anita Lopez	Maria Juanita Reyna (0)	\$ 370.00
		283173	\$ 435.00	14-Dec	Vanessa Padilla	Alejandro Vasquez Dbl (0)	\$ 435.00
		283174	\$ -		Void		
		283175	\$ -		Void		\$ -
		283176	\$ 2,112.88	15-Dec	William Tokumoto	Replace NSF	\$ 2,112.88
\$ 17,365.93	15-Dec						\$ -
		283177	\$ 425.00	15-Dec	Suzanne Brown	Paddy Brown (0)	\$ 425.00

December 2023
Cash Received

Bank Deposit	Deposit Date	Receipts	Cash	Date	Received From	Deceased	Total Cash
		283178	\$ 420.00	18-Dec	Jennifer Patton	Linda Rae Robertson (1)	\$ 420.00
		283179	\$ 2,359.72	19-Dec	Maria Isabel Velasquez	Inurn Maria Tafalla	\$ 2,359.72
		283180	\$ 4,003.34	21-Dec	Pedro Ramirez	Inter Janie Mendez	\$ 4,003.34
		283181	\$ 3,758.34	21-Dec	Sterling & Smith	Inter Pamela Menagh	\$ 3,758.34
		283182	\$ 3,758.34	21-Dec	Irma Cantu	Inter Richard Cantu	\$ 3,758.34
\$ 14,724.74	22-Dec						\$ -
		283183	\$ 909.72	26-Dec	Minerva Marroquin	Inurn Mirtalla Marroquin	\$ 909.72
		283184	\$ 380.00	27-Dec	Erica Garza	Frederico Cruz Garza Jr. (0)	\$ 380.00
		283185	\$ 1,209.72	27-Dec	Leilanie Ann Rodriguez	Inurn Judy Ann Ramos	\$ 1,209.72
		283186	\$ 3,003.34	27-Dec	Elaine Haflen	Inter Robert Hafen	\$ 3,003.34
		283187	\$ 4,055.27	27-Dec	Yvette Adams	Inter Francisco Hinojosa	\$ 4,055.27
		283188	\$ 370.00	27-Dec	Diana Rogers	Calvin Rogers (0)	\$ 370.00
		283189	\$ 4,453.00	28-Dec	Cherished Memories	Inter George Chaidez	\$ 4,453.00
\$ 14,381.05	29-Dec						\$ -
			\$ 85,177.94				\$ 85,177.94

NOVEMBER 2023 EXPENSES

Check	Check	Date	Payee	Detail	Purpose
Amount	No.				
\$ 1,913.32	304603	1-Nov	Paul Hernandez		Payroll
\$ 411.45	304604	1-Nov	Teri Lowrey		Payroll
\$ 1,128.24	304605	1-Nov	Ken Sonksen		Payroll
\$ 250.00	304606	1-Nov	Ken Sonksen		Auto Allowance
\$ 1,789.50	304607	1-Nov	Domingo Ruiz		Payroll
\$ 1,889.15	304608	1-Nov	Eddie Nash		Payroll
\$ 2,131.96	304609	1-Nov	Michael Ihara		Payroll
\$ 3,420.00	304610	1-Nov	Noble Credit Union		Employees Credit Union PP End 10-28
\$ 10,947.84	304611	1-Nov	Sanger/Del Rey Cemetery	\$ 1,320.29	Employees FICA PP End 10-28
				\$ 1,320.29	Employers FICA PP End 10-28
				\$ 2,044.00	Employees FWH PP End 10-28
				\$ 2,950.00	Cal PERS PP End 10-28
				\$ 155.33	Employees SDI PP End 10-28
				\$ 657.93	Employees SWH PP End 10-28
				\$ 2,500.00	Petty Checking
\$ 225.00	304612	1-Nov	Tibor Protection		Gates
\$ 466.11	304613	1-Nov	Universal Datatech		Burial Orders
\$ 39.25	304614	1-Nov	Crown Vault		Urn Vault
\$ 127.40	304615	1-Nov	Office Depot		Backup Battery
\$ 1,164.05	304616	1-Nov	Silvas Oil Co., Inc.		Gasoline/Diesel
\$ 1,866.63	304617	15-Nov	Paul Hernandez		Payroll
\$ 411.45	304618	15-Nov	Teri Lowrey		Payroll
\$ 1,128.24	304619	15-Nov	Ken Sonksen		Payroll
\$ 250.00	304620	15-Nov	Ken Sonksen		Auto Allowance
\$ 1,789.50	304621	15-Nov	Domingo Ruiz		Payroll
\$ 1,889.15	304622	15-Nov	Eddie Nash		Payroll
\$ 2,131.96	304623	15-Nov	Michael Ihara		Payroll
\$ 3,420.00	304624	15-Nov	Noble Credit Union		Employees Credit Union PP End 11-15
\$ 225.00	304625	15-Nov	Tibor Protection		Gates
\$ 11,439.58	304626	15-Nov	Sanger/Del Rey Cemetery	\$ 1,316.39	Employees FICA PP End 11-11
				\$ 1,316.39	Employers FICA PP End 11-11
				\$ 2,044.00	Employees FWH PP End 11-11
				\$ 2,950.00	Cal PERS PP End 11-11

NOVEMBER 2023 EXPENSES

Check	Check	Date	Payee	Detail	Purpose
Amount	No.				
				\$ 154.87	Employees SDI PP End 11-11
				\$ 657.93	Employees SWH PP End 11-11
				\$ 3,000.00	Petty Checking
\$ 1,238.65	304627	15-Nov	CitiCards		Grounds Maintenance
\$ 15,057.99	304628	15-Nov	SDRMA		Employee Health Insurance/Ancillary
\$ 130.47	304629	15-Nov	vPhones		Telephone
\$ 159.50	304630	15-Nov	Micro Dynamics Group, LLC		Email Monthly Fee
\$ 343.22	304631	15-Nov	Miramonte Sanitation Inc.		Garbage
\$ 155.15	304632	15-Nov	Verizon Wireless		Cellular
\$ 1,210.00	304633	15-Nov	James & Lidia Dwyer		Buy back 74-16-1 & 3 Bought 3-7-2005
\$ 372.37	304634	15-Nov	R G Equipment		Grounds Maintenance
\$ 34.53	304635	15-Nov	Academy Hardware		Grounds Maintenance
\$ 1,866.63	304636	29-Nov	Paul Hernandez		Payroll
\$ 411.45	304637	29-Nov	Teri Lowrey		Payroll
\$ 1,128.24	304638	29-Nov	Ken Sonksen		Payroll
\$ 1,789.50	304639	29-Nov	Domingo Ruiz		Payroll
\$ 1,889.15	304640	29-Nov	Eddie Nash		Payroll
\$ 2,131.98	304641	29-Nov	Michael Ihara		Payroll
\$ 3,420.00	304642	29-Nov	Noble Credit Union		Employees Credit Union PP End 11-25
\$ 11,345.28	304643	29-Nov	Sanger/Del Rey Cemetery	\$ 1,295.47	Employees FICA PP End 11-25
				\$ 1,295.47	Employers FICA PP End 11-25
				\$ 2,044.00	Employees FWH PP End 11-25
				\$ 2,900.00	Cal PERS PP End 11-25
				\$ 152.41	Employees SDI PP End 11-25
				\$ 657.93	Employees SWH PP End 11-25
				\$ 3,000.00	Petty Checking
\$ 225.00	304644	29-Nov	Tibor Protection		Gates
\$ 6,831.00	304645	29-Nov	Christy Vault Co. Inc.	\$ 2,517.00	Monticellos
				\$ 2,652.00	Garden Crypts
				\$ 1,410.00	Vaults
				\$ 252.00	Freight
\$ 11,088.29	304646	29-Nov	First Products, Inc.		AERA-vator
\$ 719.31	304647	29-Nov	Aramark		Uniforms

NOVEMBER 2023 EXPENSES

Check Amount	Check No.	Date	Payee	Detail	Purpose
\$ 2,200.00	304648	29-Nov	Meggin Boranian		Legal
\$ 1,298.50	304649	29-Nov	Consolidated Irrigation District		1st & 2nd Installments
\$ 69.99	304650	29-Nov	Unwired Broadband		Internet
\$ 5,546.00	304651	29-Nov	Calif Special Dist Assoc		2023 Annual Dues
\$ 530.00	304652	29-Nov	Calif Assoc of Public Cemeteries		2023 Annual Dues
\$ 1,194.48	304653	29-Nov	P G & E		Utilities
\$ 122,841.46					

DECEMBER 2023 EXPENSES

Check	Check	Date	Payee	Detail	Purpose
Amount	No.				
\$ 225.00	304654	13-Dec	Tibor Protection		Gates
\$ 2,542.12	304655	13-Dec	CitiCards	\$ 289.30	Sand
				\$ 304.76	Office
				\$ 1,948.06	Grounds Maintenance
\$ 17,135.73	304656	13-Dec	SDRMA		Insurance/Ancillary
\$ 300.00	304657	13-Dec	Public Cemetery Alliance		2024 Dues
\$ 160.28	304658	13-Dec	Academy Hardware		Grounds Maintenance
\$ 28.40	304659	13-Dec	Frontier		Telephone/Fax
\$ 2,588.28	304660	13-Dec	Ewing Irrigation		Sprinklers
\$ 130.47	304661	13-Dec	vPhones		Telephone
\$ 1,210.40	304662	13-Dec	Crowne Vault		Ash Vaults
\$ 160.15	304663	13-Dec	Verizon Wireless		Cellular
\$ 104.33	304664	13-Dec	Office Depot		Office Supplies
\$ 619.88	304665	13-Dec	Silvas Oil Co., Inc.		Gasoline/Diesel
\$ 5,350.71	304666	13-Dec	R G Equipment		Gas Echo Trimmers/Shafts/Chainsaw
\$ 543.22	304667	13-Dec	Miramonte Sanitation		Garbage
\$ 682.35	304668	13-Dec	Aramark		Uniforms
\$ 1,866.62	304669	13-Dec	Paul Hernandez		Payroll
\$ 3,917.31	304670	13-Dec	Paul Hernandez		Vacation/BD
\$ 411.45	304671	13-Dec	Teri Lowrey		Payroll
\$ 664.40	304672	13-Dec	Teri Lowrey		Vacation/BD
\$ 1,128.24	304673	13-Dec	Ken Sonksen		Payroll
\$ 1,789.50	304674	13-Dec	Domingo Ruiz		Payroll
\$ 234.44	304675	13-Dec	Domingo Ruiz		Vacation/BD
\$ 1,889.15	304676	13-Dec	Eddie Nash		Payroll
\$ 559.73	304677	13-Dec	Eddie Nash		Vacation/BD
\$ 2,131.96	304678	13-Dec	Michael Ihara		Payroll
\$ 206.77	304679	13-Dec	Michael Ihara		BD
\$ 3,420.00	304680	13-Dec	Noble Credit Union		Employee Credit Union PP End 12-9
\$ 13,150.45	304681	13-Dec	Sanger/Del Rey Cemetery	\$ 1,847.35	Employees FICA PP End 12-9
				\$ 1,847.35	Employers FICA PP End 12-9
				\$ 2,941.00	Employees FWH PP End 12-9
				\$ 2,800.00	Cal PERS PP End 12-9

DECEMBER 2023 EXPENSES

Check Amount	Check No.	Date	Payee	Detail	Purpose
				\$ 219.33	Employees SDI PP End 12-9
				\$ 995.42	Employees SWH PP End 12-9
				\$ 2,500.00	Petty Checking
\$ 1,866.63	304682	27-Dec	Paul Hernandez		Payroll
\$ 411.45	304683	27-Dec	Teri Lowrey		Payroll
\$ 1,128.24	304684	27-Dec	Ken Sonksen		Payroll
\$ 250.00	304685	27-Dec	Ken Sonksen		Auto
\$ 1,789.50	304686	27-Dec	Domingo Ruiz		Payroll
\$ 1,889.15	304687	27-Dec	Eddie Nash		Payroll
\$ 2,131.96	304688	27-Dec	Michael Ihara		Payroll
\$ 3,420.00	305776	27-Dec	Noble Credit Union		Employees Credit Union PP End 12-23
\$ 10,889.58	305777	27-Dec	Sanger/Del Rey Cemetery	\$ 1,316.39	Employees FICA PP End 12-23
				\$ 1,316.39	Employers FICA PP End 12-23
				\$ 2,044.00	Employees FWH PP End 12-23
				\$ 2,900.00	CalPERS PP End 12-23
				\$ 154.87	Employees SDI PP End 12-23
				\$ 657.93	Employees SWH PP End 12-23
				\$ 2,500.00	Petty Checking
\$ 2,825.00	305778	27-Dec	Meggin Boranian		Legal
\$ 69.99	305779	27-Dec	Unwired Broadband		Internet
\$ 225.00	305780	27-Dec	Tibor Protection		Gates
\$ 73.94	305781	27-Dec	Kings River Casting, Inc.		Grounds Maintenance
\$ 344.65	305782	27-Dec	Jorgensen Co.		Grounds Maintenance
\$ 221.01	305783	27-Dec	Red Wings Shoes		Work Boots - Paul
\$ 98.68	305784	27-Dec	Cintas		First Aid
\$ 98.92	305785	27-Dec	Ewing Irrigation		Sprinklers
\$ 90,885.04					

Sanger/Del Rey Cemetery District

[6]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: CONFERENCE/EDUCATION SCHEDULE

SUMMARY:

Information related to upcoming conferences, seminars and educational opportunities.

BACKGROUND:

In order to notify Trustee’s of up-coming events, below is a listing of California Association of Public Cemeteries (CAPC), California Special Districts Association (CSDA), Special District Risk Management Authority (SDRMA), and California Special Districts Workers Compensation Authority (SDWCA) annual conferences, quarterly meetings, legislative day and safety claims workshops.

The practice has been those Trustee’s interested in attending specific conferences or events, the Board approved their attendance at the Board meeting prior to the session.

Upcoming conferences/educational opportunities include:

Annual Meetings	CSDA/SDRMA CAPC	Sep 9-12 March 14-16	Indian Wells San Diego
Education Day	CAPC	Oct. 11-12	San Luis Obispo
Legislative Days	CSDA	May 21-22	Sacramento

FINDINGS:

Since there are several upcoming conferences/educational opportunities, this item is being presented for informational purposes

RECOMMENDED ACTION:

No action required at this time.

Respectfully Submitted

Ken Sonksen, General Manager

Sanger/Del Rey Cemetery District

[7]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: ADAIR & EVANS - AUDIT REPORT 2022/23

SUMMARY:

This is an agenda “**action item**” that will receive and file the Districts annual audit of the books conducted by Mr. Garry Riezebos C.P. A., Adair & Evans.

BACKGROUND:

The Board executed a contract with Mr. Garry Riezebos, Adair & Evans to conduct the annual audit of the Districts books. Mr. Riezebos conducted the audit during the month of September and has his report ready for presentation.

FINDINGS:

The 2021/22 audit has been included in the Board package for review. Mr. Riezebos will explain the audit and answer any questions the Board may have.

RECOMMENDED ACTION:

1. Board of Trustees listens and asks questions regarding the annual audit from Mr. Garry Riezebos, C.P.A, Adair & Evans.
2. By Board motion receive and file the 2022/23 audit.

Respectfully Submitted

Ken Sonksen, General Manager,



ADAIR & EVANS

an Accountancy Corporation

Lance E. Morris, CPA
David T. Eddy, CPA
Tim A. Dodson, CPA
Garry W. Riezebos, CPA
Amanda Burlingame, CPA
Michael J. Semas, CPA

Kathy L. Hamada, CPA
Bret P. Stuber, CPA
John M. Oppedyk, CPA
Racquel Villapudua, CPA
Amy Deschenes, CPA
Crystal Pacheco, CPA
Janice Gish-Snow, CRTCP

January 11, 2024

Sanger/Del-Rey Cemetery District
568 S. Rainbow Ave.
Sanger, CA 93657

To the Board of Directors

In planning and performing our audit of the financial statements of Sanger/Del-Rey Cemetery District ("District") as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of District's internal control. Accordingly, we do not express an opinion on the effectiveness of District's internal controls.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies in internal control or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant and material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control. We believe the following deficiencies constitute significant deficiencies in internal controls.

- Due to the limited number of accounting staff, the District is unable to provide any substantial separation of duties for various accounting functions. This provides an opportunity for errors and/or fraud to occur within the District, either in financial reporting or the safeguarding of assets.

This communication is intended solely for the information and use of management, the Board of Directors of the Sanger/Del-Rey Cemetery District, the County of Fresno, and the California State Controller's office. It is not intended to be and should not be used by anyone other than these specified parties.

ADAIR & EVANS
Certified Public Accountants

DRAFT

Sanger/Del-Rey Cemetery District

Audited Financial Statements and
Supplementary Information

June 30, 2023

Sanger/Del-Rey Cemetery District
Sanger, California
June 30, 2023

TABLE OF CONTENTS

	Page <u>No.</u>
Independent Auditors' Report	1 - 2
Management's Discussion and Analysis.....	3 - 6
Governmental Funds Balance Sheet / Statement of Net Position	7
Statement of Governmental Funds Revenues, Expenditures and Changes in Fund Balances / Statement of Activities	8 - 9
Notes to Audited Financial Statements.....	10 - 18
SUPPLEMENTARY INFORMATION:	
Schedule I – Budgetary Comparison Schedule	19
Schedule II – Property Tax Revenues	20
Schedule III – Services and Fees Revenues	20
Schedule IV – Proportionate Share of the Net Pension Liability.....	21
Schedule V – Schedule of Contributions	22



ADAIR & EVANS

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Sanger/Del-Rey Cemetery District
Sanger, California

We have audited the accompanying statements of net position of Sanger/Del-Rey Cemetery District (the District) as of June 30, 2023, and the related statement of changes in fund balances/statement of activities and the related notes to the financial statements which collectively compromise the cemetery district's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the *State Controller's Minimum Audit Requirements for California Special Districts*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial Position of the Sanger/Del-Rey Cemetery District, as of June 30, 2023, and the results of its operations and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller's office and state regulations governing special districts.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the basic financial statements as a whole. The supplementary information contained in Schedules I through V as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. These Activity Summaries have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Adair & Evans

Tulare, California
January 11, 2024

SANGER/DEL REY CEMETERY DISTRICT MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2023

As management of Sanger/Del Rey Cemetery District, we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2023. We encourage readers to consider the information presented here in conjunction with information that is included within the financial statements.

Financial Highlights

- Assets of the District exceeded its liabilities as of June 30, 2023 by \$4,551,938. Of this amount, unrestricted net position of \$1,218,101 may be used to meet the District's ongoing obligations to customers and creditors. As of June 30, 2022, assets exceeded liabilities by \$4,503,393 with unrestricted net position equaling \$1,376,841.
- Total net position increased by \$48,545 for the year ended June 30, 2023. For the year ended June 30, 2022, total net position increased by \$683,746.
- As of the close of the current fiscal year, the District's governmental funds reported a combined ending fund balance of \$3,710,754, an increase of \$134,924 in comparison with the prior year. Of this amount, \$1,383,687 is unassigned and available for spending, with none of it designated for specific future use by the Board of Trustees of the District. For the year ended June 30, 2022, the District's governmental funds had a combined ending fund balance of \$3,575,830, with \$1,382,095 being unassigned and available for spending. There was an increase of \$456,165 in the combined ending fund balance in the prior year.
- During the current year, the District's fixed assets increased by a net of \$63,933. The increase was attributable to purchases of fixed assets in the amount of \$118,470, less depreciation, and disposition of fixed assets in the amount of \$0, less depreciation. Depreciation expense, the ratable amortization of the cost of fixed assets, amounted to \$54,537 for the current year. The prior year depreciation was \$50,968.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to Sanger/Del Rey Cemetery District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets and liabilities, with the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenue and expense are reported in this statement for some items that will only result in cash flow in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the District that are principally non business in nature (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the District include cemetery activities, primarily for the residents of the Sanger/Del Rey area of Fresno County. The District has no business-type activities.

The government-wide financial statements include only the District itself. The District has no component units.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be divided into two categories: governmental funds and proprietary funds. The district has no proprietary funds and three governmental funds, the General Fund, Infrastructure and the Endowment Care Fund.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenue, expenditures and changes in fund balance provide a reconciliation to facilitate this comparison between the two.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain other supplementary information.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. As of June 30, 2023, the District's assets exceeded liabilities by \$4,551,938. A significant portion of the District's net position, \$1,006,770 (22 percent), reflects its investment in capital assets, less any related debt used to acquire those assets that are still outstanding. Capital assets are used to provide services to customers and they are not available for future spending.

In addition, \$2,317,152 (51 percent) of the District's net position is restricted for specific uses and, generally, is not available for future spending.

The following represent summaries of the District's net position and changes in net position for the current and prior years:

Sanger/Del Rey Cemetery District's Net Position

	<u>Governmental Activites</u>	<u>Current Year Total</u>	<u>Prior Year Total</u>
Current assets	\$ 1,471,517	\$ 1,471,517	\$ 1,684,624
Other assets	3,303,127	3,303,127	3,114,476
Deferred outflows	<u>336,363</u>	<u>336,363</u>	<u>123,764</u>
 Total assets and deferred outflows	 <u>5,111,007</u>	 <u>5,111,007</u>	 <u>4,922,864</u>
Current liabilities	57,120	57,120	280,433
Noncurrent liabilities	431,673	431,673	43,596
Deferred inflows	<u>70,276</u>	<u>70,276</u>	<u>95,442</u>
 Total liabilities and deferred inflows	 <u>559,069</u>	 <u>559,069</u>	 <u>419,471</u>
Net position:			
Invested in capital assets, net of related debt	1,006,770	1,006,770	942,837
Restricted - nonspendable	1,994,442	1,994,442	1,917,642
Restricted - spendable	332,625	332,625	266,073
Unrestricted	<u>1,218,101</u>	<u>1,218,101</u>	<u>1,376,841</u>
 Total net position	 <u>\$ 4,551,938</u>	 <u>\$ 4,551,938</u>	 <u>\$ 4,503,393</u>

Sanger/Del Rey Cemetery District's Changes in Net Position

	<u>Governmental Activites</u>	<u>Current Year Total</u>	<u>Prior Year Total</u>
Program revenue			
Charges for services	\$ 874,853	\$ 874,853	\$ 1,168,191
Operating grants and contributions	<u>0</u>	<u>0</u>	<u>0</u>
 Total program revenue	 874,853	 874,853	 1,168,191
Expense			
Cemetery activities	<u>1,394,488</u>	<u>1,394,488</u>	<u>1,150,911</u>
 Decrease in net position before general revenue	 (519,635)	 (519,635)	 17,280
 General revenue and other items	 <u>568,180</u>	 <u>568,180</u>	 <u>666,466</u>
 Increase in net position	 48,545	 48,545	 683,746
Net position, beginning of year	<u>4,503,393</u>	<u>4,503,393</u>	<u>3,819,647</u>
 Net position, end of year	 <u>\$ 4,551,938</u>	 <u>\$ 4,551,938</u>	 <u>\$ 4,503,393</u>

Governmental activities. Governmental activities increased the District's net position by \$48,545, accounting for 100 percent of the total growth in net position.

Financial Analysis of the District's Funds

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance and related legal requirements.

Governmental Funds. The purpose of the District's governmental fund financial statements is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of June 30, 2023, the District's governmental funds reported combined ending fund balances of \$3,710,754, an increase of \$134,924 in comparison to the prior year. Of the combined ending fund balance, \$1,218,101 is unassigned and is available for spending at the District's discretion.

Capital Asset and Debt Administration

Capital assets. The District's investment in capital assets for its governmental activities as of June 30, 2023 amounted to \$1,006,770 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements and equipment.

Additional information on the District's capital assets can be found in note three.

Debt administration. Except for the unfunded pension obligation, the District had no long-term debt.

Additional information on the District's unfunded pension obligation can be found in note seven.

Economic Factors and Next Year's Budgets and Rates

The general fund budget for the year ending June 30, 2024 is projected to break even. Compared to the current year, revenue is anticipated to decrease by \$51,413 while expenditures are expected to decrease by \$33,834. Sales and services revenue is anticipated to decrease by \$15,029, property tax and intergovernmental revenue is expected to decrease by \$29,558 and all other revenue is expected to decrease by \$6,826. Capital outlay is expected to decrease by \$6,715, salaries, wages and employee benefits are expected to decrease by \$5,294 and services and supplies are expected to decrease by \$21,825 compared to 2022/2023.

Current rates charged for services are expected to remain the same for 2023/2024.

Requests for Information

This financial report is designed to provide a general overview of Sanger/Del Rey Cemetery District's finances for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to the District Manager, Sanger/Del Rey Cemetery District, 658 South Rainbow Avenue, Sanger, California 93657.

Sanger/Del-Rey Cemetery District
 Governmental Funds Balance Sheet / Statement of Net Position
 June 30, 2023

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES						
	General Fund	Endowment Care Fund	Infrastructure Fund	Totals	Adjustments (Note 5)	Statement of Net Position
ASSETS						
Cash and cash equivalents	\$ 1,167,670	\$ 0	\$ 264,728	\$ 1,432,398	\$ 0	\$ 1,432,398
Cash & cash equivalents - restricted	0	2,296,357	0	2,296,357	0	2,296,357
Due from other funds	0	5,700	0	5,700	0	5,700
Accrued interest	6,664	15,095	1,745	23,504	0	23,504
Inventory	9,915	0	0	9,915	0	9,915
Capital assets, net of accumulated depreciation	0	0	0	0	1,006,770	1,006,770
Total assets	<u>1,184,249</u>	<u>2,317,152</u>	<u>266,473</u>	<u>3,767,874</u>	<u>1,006,770</u>	<u>4,774,644</u>
DEFERRED OUTFLOWS OF RESOURCES						
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>336,363</u>	<u>336,363</u>
Total assets and deferred outflows of resources	<u>\$ 1,184,249</u>	<u>\$ 2,317,152</u>	<u>\$ 266,473</u>	<u>\$ 3,767,874</u>	<u>\$ 1,343,133</u>	<u>\$ 5,111,007</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION						
LIABILITIES						
Current Liabilities						
Accounts payable	\$ 13,338	\$ 0	\$ 0	\$ 13,338	\$ 0	\$ 13,338
Payroll taxes payable	4,888	0	0	4,888	0	4,888
Due to other funds	5,700	0	0	5,700	0	5,700
Sales tax payable	2,104	0	0	2,104	0	2,104
Wages Payable	7,769	0	0	7,769	0	7,769
Accumulated compensated absences	23,321	0	0	23,321	0	23,321
Total current liabilities	<u>57,120</u>	<u>0</u>	<u>0</u>	<u>57,120</u>	<u>0</u>	<u>57,120</u>
Long-Term Liabilities						
Net pension liability	0	0	0	0	431,673	431,673
Accumulated compensated absences	0	0	0	0	0	0
Total long-term liabilities	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>431,673</u>	<u>431,673</u>
Total liabilities	<u>57,120</u>	<u>0</u>	<u>0</u>	<u>57,120</u>	<u>431,673</u>	<u>488,793</u>
DEFERRED INFLOWS OF RESOURCES						
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>70,276</u>	<u>70,276</u>
FUND BALANCES / NET POSITION						
Committed	9,915	0	0	9,915	(9,915)	0
Nonspendable	0	1,994,442	0	1,994,442	(1,994,442)	0
Restricted	0	322,710	0	322,710	(322,710)	0
Unassigned	1,117,214	0	266,473	1,383,687	(1,383,687)	0
Total fund balances	<u>1,127,129</u>	<u>2,317,152</u>	<u>266,473</u>	<u>3,710,754</u>	<u>(3,710,754)</u>	<u>0</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 1,184,249</u>	<u>\$ 2,317,152</u>	<u>\$ 266,473</u>	<u>\$ 3,767,874</u>		
Net Position						
Investment in capital assets, net of related debt					1,006,770	1,006,770
Assigned for						
Expendable - inventories					9,915	9,915
Restricted for						
Nonexpendable - Endowment Principal					1,994,442	1,994,442
Expendable - maintenance					322,710	322,710
Unrestricted					<u>1,218,101</u>	<u>1,218,101</u>
Total net position					<u>\$ 4,551,938</u>	<u>\$ 4,551,938</u>
Total liabilities, deferred inflow of resources and net position						<u>\$ 5,111,007</u>

See independent auditors' report and accompanying notes

Sanger/Del-Rey Cemetery District
Statement of Governmental Fund Revenues, Expenditures, and
Changes in Fund Balances / Statement of Activities
For the year ended June 30, 2023

	General Fund	Endowment Care Fund	Infrastructure Fund	Totals	Adjustments (Note 5)	Statement of Activities
REVENUES						
Burial fees and service	\$ 798,053	\$ 76,800	\$ 0	\$ 874,853	\$ 0	\$ 874,853
Property taxes	475,748	0	0	475,748	0	475,748
Interest income	12,654	56,637	5,657	74,948	0	74,948
Real estate rent	11,572	0	0	11,572	0	11,572
Other income	5,912	0	0	5,912	0	5,912
Total revenues	1,303,939	133,437	5,657	1,443,033	0	1,443,033
EXPENDITURES						
Salaries and wages	490,945	0	0	490,945	0	490,945
Employee benefits	286,464	0	0	286,464	(62,536)	223,928
Vaults and other costs of sales	72,442	0	0	72,442	0	72,442
Repairs and maintenance - grounds	72,578	0	0	72,578	0	72,578
Legal and professional	45,482	0	0	45,482	0	45,482
Utilities	18,907	0	0	18,907	0	18,907
Insurance	31,080	0	0	31,080	0	31,080
Travel and training	15,610	0	0	15,610	0	15,610
Workers' compensation insurance	13,645	0	0	13,645	0	13,645
Office supplies and postage	10,551	0	0	10,551	0	10,551
Repairs and maintenance - equipment	7,380	0	0	7,380	0	7,380
Fuel and oil	15,544	0	0	15,544	0	15,544
Telephone	8,764	0	0	8,764	0	8,764
Laundry and cleaning	7,641	0	0	7,641	0	7,641
Automobile allowance	6,000	0	0	6,000	0	6,000
Waste disposal	20,989	0	0	20,989	0	20,989
Auditing	17,110	0	0	17,110	0	17,110
Security/gate closure	5,975	0	0	5,975	0	5,975
Dues and subscriptions	5,827	0	0	5,827	0	5,827
Sand, cement and gravel	4,022	0	0	4,022	0	4,022
Tree trimming	11,193	0	0	11,193	0	11,193
Miscellaneous	20,712	0	0	20,712	0	20,712
Bank charges	68	0	0	68	0	68
Meals and entertainment	710	0	0	710	0	710
Capital Outlay	118,470	0	0	118,470	(118,470)	0
Depreciation	0	0	0	0	54,537	54,537
Pension expense	0	0	0	0	212,848	212,848
Total expenditures	1,308,109	0	0	1,308,109	86,379	1,394,488

Sanger/Del-Rey Cemetery District
Statement of Governmental Fund Revenues, Expenditures, and
Changes in Fund Balances / Statement of Activities
For the year ended June 30, 2023

	General Fund	Endowment Care Fund	Infrastructure Fund	Totals	Adjustments (Note 5)	Statement of Activities
TRANSFERS	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
EXCESS (DEFICIENCY) OF REVENUES AND TRANSFERS IN OVER EXPENDITURES AND TRANSFERS OUT	\$ (4,170)	\$ 133,437	\$ 5,657	\$ 134,924	\$ (134,924)	\$ 0
Change in net position					48,545	48,545
Fund balances / Net position, beginning of year	1,131,299	2,183,715	260,816	3,575,830	0	4,503,393
Fund balances / Net position, end of year	<u>\$ 1,127,129</u>	<u>\$ 2,317,152</u>	<u>\$ 266,473</u>	<u>\$ 3,710,754</u>	<u>\$ 0</u>	<u>\$ 4,551,938</u>

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Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 1 - Summary of Significant Accounting Policies

The District was organized April 8, 1925 upon the approval of the Board of Supervisors of Fresno County. The District was organized and operates as a special district under California Law and is subject to applicable sections of the Health and Safety Code. The District operates under a Director - Manager form of government and provides for cemetery services to the general public. The District's Board of Directors is appointed by the Fresno County Board of Supervisors. As the District is a governmental unit, it is exempt from federal and California income tax.

The accounting policies of the District conform to generally accepted accounting principles as applicable to government agencies. The following is a summary of the more significant provisions:

1. The Reporting Entity

For financial reporting purposes, the reporting entity includes all funds and authorities for which the District holds corporate powers. The Governmental Accounting Standards Board (GASB) has established criteria in determining financial accountability. The criteria include appointment of a majority of the voting members of an organization's governing board, and either (1) the District has the ability to impose its will on the organization, or (2) there is potential for the organization to provide specific financial benefits to or impose specific financial burdens on the District.

These financial statements represent the Sanger/Del-Rey Cemetery District, the primary government. The District is a legally separate entity which possesses the power to tax and assess fees on property. The District is considered a California Special District and is subject to California laws and regulations, including the Health and Safety Code as applicable to Public Cemeteries. Fresno County does not exercise significant controlling power over the District. Accordingly the District is not considered a component unit of Fresno County. Further, the District has no component units; it has not created any separate political subdivisions and does not exercise any political or financial control over any other entity.

2. Fund Accounting

The accounts of the District are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which are comprised of each fund's assets, deferred outflows of resource, liabilities, deferred inflows of resources, net position, revenue, and expenditures. Government resources are allocated to and for individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into three generic fund types as follows:

GOVERNMENTAL FUND TYPES

General Fund – The General Fund is the general operating fund of the District. It is used to account for all financial resources except for those specifically required to be accounted for in another fund.

Endowment Care Fund – The Endowment Care Fund is a special revenue fund used to account for the endowment care revenues and expenditures. The District is required by law to maintain this fund. The purpose of this fund is to provide sufficient funds to properly maintain the cemetery grounds once all available grave sites have been used. The District currently has not been required to expend any funds for endowment care because the cemetery still has available grave sites to be sold.

Infrastructure Fund – A separate fund used by the District for the purpose of accumulating and investing funds for major property and equipment purchases.

3. Basis of Presentation – Government-Wide and Fund Financial Statements

Government wide financial statements are comprised of the statement of net position and the statement of activities. They contain information on all the activities of the primary government and are presented on the accrual basis of accounting.

Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 1 - Summary of Significant Accounting Policies (Continued)

3. Basis of Presentation – Government-Wide and Fund Financial Statements (Continued)

The statement of net position and statement of activity include all the assets of the District (including its infrastructure), deferred outflows of resources, all liabilities (including any long-term debt), and deferred inflows of resources. All of the current year's revenue and expenses are accounted for in the statement of activity regardless of when cash is received or paid.

The fund financial statements are comprised of the governmental funds balance sheet and the statement of governmental revenues, expenditures and changes in fund balances. These statements reflect the activity of the various governmental funds of the District and are accounted for on the modified accrual basis of accounting. Assets expected to be used up and liabilities that come due during the year or soon thereafter are reflected. Capital assets acquisitions are treated as expenditures. Revenues for which cash is received during the year or soon thereafter are included. Expenditures for goods and services that have been received and for which payment is due during the year or soon thereafter are included.

4. Fund Balance

Governmental Accounting Standard Board Statement (GASBS) No. 63, requires the classification of fund balance into the following five different components:

- Nonspendable – resources that are not in spendable form or required to be maintained.
- Restricted – resources are subject to externally enforceable legal restrictions; these restrictions are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.
- Committed – resources are constrained to specific purposes by formal action of the Board of Directors such as an ordinance or resolution, which are considered equally binding. The constraint remains binding unless removed in the same formal manner by the Board. Board action to commit fund balance must occur within the fiscal reporting period while the amount committed may be determined subsequently.
- Assigned – amounts that are constrained by the District's intent to be used for specific purposes but are neither restricted nor committed. Upon action by the Board, the General Manager is authorized to assign amounts to be used for specific purposes.
- Unassigned – any residual positive net resources of the General Fund in excess of those portions of fund balance classified in one of the other four categories of fund balance.

5. Basis of Accounting

The basis of accounting refers to when revenue and expenditures are recognized in the accounts and reported in the financial statements. The basis of accounting also refers to the timing of the measurements made, regardless of the measurement focus applied.

The governmental fund types are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Gross receipts and taxes are considered measurable when in the hands of intermediary collecting governments and are recognized as revenue at that time. All major revenues are susceptible to accrual. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 1 - Summary of Significant Accounting Policies (Continued)

6. Budgets and Budgetary Accounting

The District follows these procedures in establishing budgetary data reflected in these financial statements:

- a. Formal budgets are established and approved by the District's Trustees for the general fund and is on file with Fresno County. These budgets are used as a management control device and are adopted on a basis consistent with generally accepted accounting principles.
- b. The budgetary comparison schedule - budget and actual present comparisons of legally adopted budgets with actual data. Since both the actual data and the budget amounts are presented on a basis consistent with generally accepted accounting principles, no additional reconciliation is required.
- c. The District's Board of Directors can authorize transfers between departments in any fund.
- d. Unused appropriations for all of the annually budgeted funds lapse at the end of the year.
- e. The budget amounts shown in the financial statements are the final authorized amounts as revised during the year. There were no changes to the budget from the original adopted budget during the year.

7. Cash and Investments

The District maintains its funds in various bank accounts and the Fresno County investment pool. Investments are reported at fair value. Cash represents cash on hand from banks. Investments are all short-term highly liquid investments pooled in the county's investment pool and therefore considered cash-equivalents for financial statement purposes.

8. Inventory

Inventory consists of grave liners and vaults held for future use. Inventories are stated at the lower of cost or market accounted for on the consumption method.

9. Property, Plant, and Equipment

The District's property, plant, and equipment are recorded at cost. The cost of additions, renewals and betterments are capitalized; repairs and minor acquisitions and replacements are charged to operating expenses as incurred. Interest cost incurred that is related to the construction of property is capitalized.

Depreciation is computed on the straight-line method using the following estimated useful lives:

Buildings and Improvements	10 – 40 Years
Equipment	5 – 10 Years

All property, plant, and equipment are valued at historical cost or estimated historical cost if actual historical cost is not available. The District has no donated assets.

10. Revenue Recognition – Property Taxes

Real property taxes attach as an enforceable lien on property five years from the end of the applicable tax year. Unsecured property taxes attach as an enforceable lien after the penalty date, which varies depending upon when the unsecured taxes were billed. Taxes are levied on March 1 and are due and payable at that time. One half of the unpaid real property taxes levied March 1 become delinquent December 10 of the current year and the remaining half become delinquent April 10 of the following year.

Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 1 - Summary of Significant Accounting Policies (Continued)

10. Revenue Recognition – Property Taxes (Continued)

Property tax revenues are recognized when they become available. Available includes those property tax receivables expected to be collected within thirty days after year end. Delinquent taxes are considered fully collectible and therefore no allowance for uncollectible taxes is provided.

11. Reserves of Net Position

The District records reserves, and also designates amounts, to indicate that a portion of the General Fund is segregated for specific future uses. All principal endowment care funds are reserved for future cemetery maintenance.

The District has reserved or designated the following amounts:

Investment in capital assets, net of related debt	\$ 1,006,770
Inventory	9,915
Endowment care – nonspendable	1,994,442
Endowment care –restricted	<u>322,710</u>
Total reserves and designations	<u>\$ 3,333,837</u>

12. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, the pension expense, information about the fiduciary net position of the Local Government of Example's California Public Employees' Retirement System (CalPERS) plans (plans) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. CalPERS audited financial statements are publicly available reports that can be obtained at CalPERS' website under Forms and Publications.

GASB 68 requires that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date (VD)	June 30, 2021
Measurement Date (MD)	June 30, 2022
Measurement Period (MP)	July 1, 2021 to June 30, 2022

13. Leases

The District adopted GASB Statement No. 87, Leases, in 2023 (see Note XX). Leases are contracts that convey control of the right to use another entity's nonfinancial asset as specified for a period of time in an exchange or exchange-like transaction without the transfer of ownership of the asset. The lease term is the period of time where there is a noncancellable right to use the underlying asset (see Note XX).

For lessor contracts, lease receivables and deferred inflows of resources are reported at present value using the District's incremental borrowing rate on the Statements of Net Position. The amortization of the discount for lessor contracts is recorded as Lease receivable for the District on the Statements of Net Position with the offset to interest income in Interest and other income on the Statements of Revenue, Expenses and Change in Net position (see Note XX).

14. Subsequent Events

Subsequent events have been evaluated through January 11, 2024, which is the date the financial statements were available to be issued.

Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 2 – Cash and Cash Equivalents

Cash and cash equivalents

	General Fund	Endowment Fund	Infrastructure Fund	Totals
Cash on hand	\$ 100	\$ 0	\$ 0	\$ 100
Cash in banks	163,403	0	0	163,403
County of Fresno	1,004,167	2,296,357	264,728	3,565,252
Total cash and cash equivalents	\$ 1,167,670	\$ 2,296,357	\$ 264,728	\$ 3,728,755

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the District's deposits may not be returned to it. Local financial institutions, under California state law, are required to collateralize local government agency deposits in excess of FDIC insured amounts up to \$250,000. As of June 30, 2023, the District did not have deposits in financial institutions in excess of the insured limit. The District's investments in negotiable certificates of deposit at various financial institutions located throughout the U.S. were less than the maximum FDIC insured amount at each financial institution.

Credit Risk – Investments

The District's investment policy is in accordance with state law and as such, limits certain investments to the top two ratings issued by nationally recognized statistical rating organizations. As of June 30, 2023, the District's investment in the Fresno County investment pool had an average dollar-weighted quality rating of AA+ (Moody's Investment Services). The District does not own individual investments outside of the external investment pools, which represent greater than 5% of total investments.

NOTE 3 - Capital Assets

The following is a summary of the changes in Capital Assets:

	Balance July 1, 2022	Additions	Deletions	Balance June 30, 2023
Cost:				
Land	\$ 426,384	\$ 0	\$ 0	\$ 426,384
Buildings and improvements	861,589	22,991	0	884,580
Equipment	512,286	95,479	0	607,765
Total	\$ 1,800,259	\$ 118,470	\$ 0	\$ 1,918,729
Accumulated Depreciation:				
Land	\$ 0	\$ 0	\$ 0	\$ 0
Buildings and improvements	479,158	25,802	0	504,960
Equipment	378,264	28,735	0	406,999
Total	\$ 857,422	\$ 54,537	\$ 0	\$ 911,959

See independent auditors' report

Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 4 - Defined Benefit Pension Plan

A. GENERAL INFORMATION

Plan Description

All qualified permanent and probationary employees are eligible to participate in the Miscellaneous Plan of the Sanger/Del-Rey Cemetery District part of the Public Agency portion of the California Public Employees Retirement System (CalPERS), a cost-sharing multiple-employer plan administered by CalPERS, which acts as common investment and administrative agent for participating member employers. Benefits provisions under the Plans are established by State statute and Local Government resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. The basic benefit will be 2% of "final compensation" for each year of credited service upon retirement at age 55. Final compensation is defined as the average monthly pay during the last 36 consecutive months of work or another period of 36 consecutive months selected by the member if the average pay rate was higher. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustment for each plan is applied as specified by the Public Employee's Retirement law.

Hire Date	Prior to January 1, 2013	On or after January 1, 2013
Benefit Formula	2.0% @ 60	2.0% @ 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.4% - 2.4%	1.0% - 2.5%

Employees Covered

At June 30, 2023 the following employees were covered by the benefit terms of the Plan:

Inactive employees or beneficiaries currently receiving benefits	2
Inactive employees entitled to but not yet receiving benefits	0
Active employees	5
Total	<u>7</u>

Contributions

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS' annual actuarial valuation process. For public agency cost-sharing plans covered by either the Miscellaneous or Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 4 - Defined Benefit Pension Plan (Continued)

B. NET PENSION LIABILITY

The District's net pension liability for the plan is measured as the total pension liability, less the pensions plan's fiduciary net position. The net pension liability of each of the Plans is measured as of June 30, 2022, using an annual actuarial valuation as of June 30, 2021 rolled forward to June 30, 2022 using standard update procedures. A summary of principal assumptions and methods used to determine the net pension liability is shown below.

Actuarial Assumptions

The total pension liabilities in the June 30, 2021 and June 30, 2022 actuarial valuations were determined using the following actuarial assumptions:

Actuarial Cost Method	Entry Age Normal Cost Method in accordance with the requirements of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	6.9%
Inflation	2.3%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds
Post-Retirement Benefits Increase	Contract COLA up to 2.3% until Purchasing Power Protection Allowance Floor on Purchasing Power applies 2.3% therein.

Discount Rate

The discount rate used to measure the total pension liability was 6.9 percent. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 6.9 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long-term expected discount rate of 6.9 percent is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at CalPERS' website under the GASB 68 section.

In determining the long-term expected rate of return, staff took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The long-term expected rates of return by asset class can be found in CalPERS' Comprehensive Annual Financial Report for the fiscal year ended June 30, 2022.

Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 4 - Defined Benefit Pension Plan (Continued)

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These geometric rates of return are net of administrative expenses.

Asset Class	Assume Asset Allocation	Real Return Years 1 – 10^{1,2}
Global equity – cap-weighted	30.00%	4.45%
Global equity – non cap-weighted	12.00	3.84
Private Equity	13.00	7.28
Treasury	5.00	0.27
Mortgage-backed Securities	5.00	0.50
Investment Grade Corporates	10.00	1.56
High Yield	5.00	2.27
Emerging Market Debt	5.00	2.48
Private Debt	5.00	3.57
Real Assets	15.00	3.21
Leverage	(5.00)	(0.59)
1 An expected inflation of 2.3% used for this period		
2 Figures are based on the 2021-22 Asset Liability Management study.		

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability/(asset) of the Plan as of the measurement date, calculated using the discount rate of 6.90 percent, as well as what the net pension liability/(asset) would be if it were calculated using a discount rate that is 1 percentage-point lower (5.90 percent) or 1 percentage-point higher (7.90 percent) than the current rate:

	Discount Rate - 1% 5.90%	Current Discount Rate 6.90%	Discount Rate + 1% 7.90%
Plan's Net Pension Liability	\$ 775,829	\$ 431,673	\$ 148,518

D. Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended June 30, 2023, the District recognized pension expense of \$212,848. At June 30, 2023, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of Assumptions	\$ 44,234	\$ 0
Differences between Expected and Actual Experience	8,669	5,806
Differences between Projected and Actual Investment Earnings	79,071	0
Differences between Employer's Contributions and Proportionate Share of Contributions	0	64,470
Change in Employer's Proportion	141,853	0
Pension Contributions Made Subsequent to Measurement Date	62,536	0
Total	\$ 336,362	\$ 70,276

Sanger/Del-Rey Cemetery District

Notes to Audited Financial Statements

June 30, 2023

NOTE 4 - Defined Benefit Pension Plan (Continued)

\$62,536 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense (income).

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in the pension expenses(incomes) as follows:

<u>Fiscal Year Ending June 30:</u>	<u>Amount</u>
2024	\$ 61,311
2025	58,781
2026	35,096
2027	48,363
2028	0
Thereafter	0
	<u>\$ 203,550</u>

NOTE 5 – Adjustments

The following adjustments are required to adjust the Statement of Net Position and Statement of Activities to the accrual basis as required by GASB No. 63. These adjustments consist of:

1. The adjustments for capital assets, net of accumulated depreciation (Note 3) are added to the Statement of Net Position in the amount of \$1,006,770.
2. Various fund balances, reserved or designated by the Board of Directors have been eliminated and are now reported as a component of Net Position.
3. Current year depreciation expense of \$54,537 is reported as an addition to the Statement of Activities.
4. Current year capital acquisitions of \$118,470 are eliminated from the Statement of Activities and are reported as additions to fixed assets.
5. Employee benefits of \$62,536 related to GASB 68 is eliminated and pension plan expense of \$212,848 is reported.

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SUPPLEMENTARY INFORMATION

Sanger/Del-Rey Cemetery District

Supplementary Information
For the year ended June 30, 2023

SCHEDULE I - Budgetary Comparison Schedule

	All governmental funds		Variance- Favorable (Unfavorable)
	Budget	Actual	
REVENUES			
Burial fees and service	\$ 813,127	\$ 874,853	\$ 61,726
Property taxes	390,698	475,748	85,050
Interest income	12,432	74,948	62,516
Real estate rent	11,572	11,572	0
Other income	20,919	5,912	(15,007)
	<u>1,248,748</u>	<u>1,443,033</u>	<u>194,285</u>
EXPENDITURES			
Salaries and wages	468,703	490,945	(22,242)
Employee benefits	326,010	286,464	39,546
Vaults and other costs of sales	68,100	72,442	(4,342)
Repairs and maintenance - grounds	120,000	72,578	47,422
Legal and professional	5,000	45,482	(40,482)
Utilities	18,000	18,907	(907)
Insurance	32,238	31,080	1,158
Travel and training	15,000	15,610	(610)
Workers' compensation insurance	13,312	13,645	(333)
Office supplies and postage	9,650	10,551	(901)
Repairs and maintenance - equipment	9,250	7,380	1,870
Fuel and oil	16,500	15,544	956
Telephone	8,900	8,764	136
Laundry and cleaning	7,675	7,641	34
Automobile allowance	6,000	6,000	0
Waste disposal	16,700	20,989	(4,289)
Auditing	16,500	17,110	(610)
Security/gate closure	5,850	5,975	(125)
Dues and subscriptions	4,360	5,827	(1,467)
Sand, cement and gravel	4,500	4,022	478
Tree trimming	2,500	11,193	(8,693)
Miscellaneous	5,000	20,712	(15,712)
Bank charges	1,000	68	932
Meals and entertainment	0	710	(710)
Capital Outlay	68,000	118,470	(50,470)
	<u>1,248,748</u>	<u>1,308,109</u>	<u>(59,361)</u>
EXCESS OF REVENUES OVER EXPENDITURES			
	<u>\$ 0</u>	<u>134,924</u>	<u>\$ 134,924</u>
Depreciation and Capital Additions		0	
Fund balance, beginning of year		<u>3,575,830</u>	
Fund balance, June 30		<u>\$ 3,710,754</u>	

See independent auditors' report

Sanger/Del-Rey Cemetery District

Supplementary Information

June 30, 2023

SCHEDULE II - Property Tax Revenues

Current secured taxes	\$ 423,360
Current unsecured taxes	20,811
Homeowners' property tax relief	2,892
Other tax revenue	<u>28,685</u>
Total property tax revenues	<u>\$ 475,748</u>

SCHEDULE III - Services and Fees Revenue

Graves and plots	\$ 218,660
Vaults and urns	210,235
Opening and closing	222,700
Marker setting	81,309
Nonresident charges	59,569
Other income	<u>5,580</u>
Total general fund services and fees	798,053
Endowment care fund	<u>76,800</u>
Total services and fees revenue	<u>\$ 874,853</u>

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Sanger/Del-Rey Cemetery District

Supplementary Information
For the year ended June 30, 2023

SCHEDULE IV - Proportionate Share of the Net Pension Liability - Last 10 Years*

	<u>2023</u>		<u>2022</u>		<u>2021</u>		<u>2020</u>		<u>2019</u>
Proportion of the net pension liability	0.009226 %		0.002296 %		0.007307 %		0.006458 %		0.00537709 %
Proportionate share of the net pension liability	\$ 431,673		\$ 43,596		\$ 308,229		\$ 258,599		\$ 202,647
Covered - employee payroll	\$ 424,551		\$ 436,152		\$ 429,180		\$ 389,203		\$ 373,106
Proportionate Share of the net pensions liability as percentage of covered-employee payroll	101.68 %		10.00 %		71.82 %		66.44 %		54.31 %
Plan fiduciary net position as a percentage of the total pension liability	82.90 %		98.12 %		85.82 %		87.36 %		91.11 %
	<u>2018</u>		<u>2017</u>		<u>2016</u>				
Proportion of the net pension liability	0.005523 %		0.00435166 %		0.00949219 %				
Proportionate share of the net pension liability	\$ 217,721		\$ 151,154		\$ 260,415				
Covered - employee payroll	\$ 373,106		\$ 369,659		\$ 349,866				
Proportionate Share of the net pinions liability as percentage of covered-employee payroll	58.35 %		40.89 %		74.43 %				
Plan fiduciary net position as a percentage of the total pension liability	90.03 %		92.08 %		85.18 %				
Plan's Proportionate Share of Aggregate Employer Contributions									

* Fiscal Year 2016 was the first year of implementation, therefore only eight years are shown

Sanger/Del-Rey Cemetery District

Supplementary Information
For the year ended June 30, 2023

SCHEDULE V - Schedule of Contributions - Last 10 Years*

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Contractually required contributions (actuarially determined)	\$ 62,536	\$ 57,415	\$ 48,068	\$ 39,274	\$ 49,024
Contributions in relation to the actuarially determined contributions	<u>(62,536)</u>	<u>(57,415)</u>	<u>(50,650)</u>	<u>(39,274)</u>	<u>(62,176)</u>
Contribution deficiency (excess)	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>(2,582)</u></u>	<u><u>0</u></u>	<u><u>(13,152)</u></u>
Covered-employee payroll	\$ 436,152	\$ 429,180	\$ 429,180	\$ 389,203	\$ 373,106
Contributions as a percentage of covered-employee payroll	14.34 %	13.38 %	11.80 %	10.09 %	16.66 %
	<u>2018</u>	<u>2017</u>	<u>2016</u>		
Contractually required contributions (actuarially determined)	\$ 47,271	\$ 51,906	\$ 50,008		
Contributions in relation to the actuarially determined contributions	<u>(54,661)</u>	<u>(51,906)</u>	<u>(289,650)</u>		
Contribution deficiency (excess)	<u><u>(7,390)</u></u>	<u><u>0</u></u>	<u><u>(239,642)</u></u>		
Covered-employee payroll	\$ 373,106	\$ 369,659	\$ 369,659		
Contributions as a percentage of covered-employee payroll	14.65 %	14.04 %	78.36 %		

* Fiscal Year 2016 was the first year of implementation, therefore only eight years are shown

Sanger/Del Rey Cemetery District

[8]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: REPORTS

SUMMARY:

This item provides time for reports by the General Manager and Board Consultants.

BACKGROUND:

During the Board meeting, various reports are provided by the General Manager and Board Consultants. This item allows those individuals to provide a summary report as necessary.

FINDINGS:

- A) *Cemetery Operations – Information*
Update on cemetery operations.

RECOMMENDED ACTION:

None

Respective fully submitted,

Ken Sonksen
General Manager

Sanger/Del Rey Cemetery District

[9]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: CLOSED SESSION –

(1) Conference with Legal Counsel – Anticipated Litigation
(Cal. Govt. Code sec. 54956.9) One (1) case.

SUMMARY:

None needed.

BACKGROUND:

None needed.

FINDINGS:

None applicable.

RECOMMENDED ACTION:

None.

Sanger/Del Rey Cemetery District

[10]

Agenda – Supporting Data
For the meeting of
January 17, 2024

SUBJECT: OTHER BUSINESS

SUMMARY:

An opportunity for various meeting participants to express matters of concern not otherwise addressed in the Agenda.

BACKGROUND:

Public entities are required to provide an opportunity for those who attend their public meetings to express concerns that are not otherwise addressed in the Agenda.

Sanger/Del Rey Cemetery District provides this opportunity for all participants to express such concerns, in the following order:

1. The public
2. The consultants
3. The district staff
4. The General Manager
5. The Trustee's

No action may be taken on an item raised in this report of the meeting, except that the Trustee's may direct that any item it deems appropriate, be placed on a subsequent agenda.

FINDINGS:

None

RECOMMENDED ACTION:

No action is required.