

Glenbrook Cemetery District
P.O. Box 646 12969 Bottle Rock Road
Cobb, CA 95426
(707) 279-4450

BOARD OF TRUSTEES SPECIAL MEETING AGENDA
June 3, 7:00 P.M., in the District Office

1. CALL TO ORDER –

ROLL CALL:

- () Stephen Barnes () Rob Bostock () Harry Deffenbaugh () Douglas Domer
() Francis Lincoln () Bruce Ebinger-Staff () Gloria Fong-Staff

2. APPROVAL OF AGENDA – Consideration for items not appearing on the posted agenda, if necessary, requires the following Board action prior to consideration: (1) determination by a majority vote of the Board that an emergency situation exists (as defined in Section 54956.6 of the Brown Act); or (2) determination by a two-thirds vote of the legislative body or if less than two-thirds of the members are present, a unanimous vote of those members present, that this is a need to take immediate action and that the need for action came to the attention of the cemetery district subsequent to the agenda being posted.

3. OATHS OF OFFICE – Administer Oath to Harry Deffenbaugh for 4-year terms expiring 1/1/2028. **(PG2)**

4. APPROVAL OF CONSENT ITEMS – Consent items are expected to be routine and noncontroversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that any following Consent Item be removed for later discussion.

4a. MINUTES - Discussion, possible approval of the April 1, 2024 Regular Meeting Minutes. **(PG3)**

4b. FINANCES - Approval of the financial reports and fund balances YTD June 3, 2024 and operating expense checks issued for the months of April, May, and MTD June 3, 2024. **(see PG19)**

5. TIMED ITEMS

5a. 7:10 P.M. – PUBLIC INPUT

5b. 7:15 P.M. – CORRESPONDENCE: *None*

5c. 7:20 P.M. – Consideration for FY 2024-25 Recommended Budget. **(PG9)**

5d. 7:30 P.M. – Consideration for LAFCO Nomination. **(PG29)**

5e. 7:35 P.M. – Acceptance of Bruce Ebinger resignation. **(PG31)**

6. NON TIMED ITEMS

6a. Cemetery Operation Reports

6b. Board Member Reports

6c. Adjournment

REQUEST FOR DISABILITY-RELATED MODIFICATION OF ACCOMMODATION: A request for a disability-related modification or accommodation necessary to participate in the Board of Directors meeting should be made in writing to the Secretary of the Board at least 48 hours prior to the meeting.

Next meeting scheduled for August 5, 2024

Posted May 31, 2024

By/For: Gloria Fong, District Secretary

OATH OF OFFICE
FOR PUBLIC OFFICERS AND EMPLOYEES
(State Constitution Art. XX Section 3 as amended)

STATE OF CALIFORNIA }

ss.

County of Lake }

I, HARRY DEFFENBAUGH, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation of purpose of evasion, and that I will well and faithfully discharge the duties upon which I am about to enter.

Glenbrook Cemetery District

Name of Board

Signature of Appointed Trustee

Appointment date of Member: _____

Term of office expires: _____

Physical address of Director: _____

Mailing address of Director: _____

Subscribed and sworn to me before this ____ day of _____, 2024.

Name of Person Administering Oath of Office/Witnessing Signature

Title of Person Administering Oath of Office/Witnessing Signature

Glenbrook Cemetery District

P.O. Box 646 12969 Bottle Rock Road

Cobb, CA 95426

(707) 279-4450

BOARD OF TRUSTEES REGULAR MEETING MINUTES

April 1, 2024, 7:00 P.M., in the District Office

1. *Chairperson Lincoln called meeting to order at 7:00 p.m.*

ROLL CALL:

() Stephen Barnes (x) Rob Bostock () VACANT (x) Douglas Domer
(x) Francis Lincoln (x) Bruce Ebinger-Staff (x) Gloria Fong-Staff

2. **APPROVAL OF AGENDA** – *Domer motioned to approve regular meeting agenda, seconded by Bostock. AYES: 3. ABSENT/NOT VOTING: 1.*

3. **APPROVAL OF CONSENT ITEMS** – *Bostock motioned to approve consent items, seconded by Domer. AYES: 3. ABSENT/NOT VOTING: 1.*

3a. MINUTES - Discussion, possible approval of the March 5, 2024 Special Meeting Minutes. (PG2)

3b. FINANCES - Approval of the financial reports and fund balances YTD April 1, 2024 and operating expense checks issued for the months of March and MTD April 1, 2024. (PG4)

4. **TIMED ITEMS**

4a. 7:10 P.M. – PUBLIC INPUT: *James Sherman Churchill, neighbor east of cemetery, suggested different outside color than the lavender that he feels isn't Cobb Mountain theme. He has 10 gallons of barn red he offered to donate and the time to paint the fence. The Board will see about placing on June agenda for discussion.*

4b. 7:15 P.M. – CORRESPONDENCE: *None*

4c. 7:20 P.M. – Review of committee report from customer's complaint / consideration for changes. Placed on agenda by committee (PG9)

Bostock motion to accept presented report, seconded by Domer. AYES: 3. ABSENT/NOT VOTING: 1.

4d. 7:40 P.M. – Employment agreement with Robert Stark. Placed on the agenda by Bruce Ebinger. (PG11)

Domer motioned to approve extra help employment agreement with Robert Stark, contingent up his acceptance, for \$320 per month and effective date of his acceptance and Chairperson to execute agreement and continue paying Bruce Ebinger 1) \$320 per month until he is ready to entirely hand this over to Robert Stark, and 2) sexton rates until someone is hired to handle these duties, seconded by Bostock. AYES: 3. ABSENT/NOT VOTING: 1.

4e. 7:55 P.M. – County of Lake Chapter 7 Public Auction of Tax Defaulted Properties and Objection Guidelines. Placed on the agenda by District Secretary Gloria Fong. *No action taken.*

5. **NON TIMED ITEMS**

5a. Cemetery Operation Reports *No report*

5b. Board Member Reports

Domer – no activity to report

Bostock – Positive communication between him and Robert Stark on his taking over grounds maintenance duties, and he provided Harry Deffenbaugh application to complete and submit to fill vacancy.

Lincoln – no activity to report

5c. *Domer motion to adjourn the meeting at 7:27 p.m., seconded by Bostock. All in attendance are in favor of adjournment.*

Respectfully submitted,

READ AND APPROVED:

GLORIA FONG
District Secretary

FRANK LINCOLN
Chairperson

GLENBROOK CEMETERY DISTRICT
WARRANT LIST

APRIL 2024

Warrant #	Amount	Payable to / Description	Exp.Code	Exp.Amt
3573	200.00	SURVIVOR SHARE TR UTD HOBERG FAM REV LIV TR RETURN HEADSTONE SETTING #295	69.21	200.00
3574	10.33	PG&E ELECTRIC CHARGES 2/14-3/14	30.00	10.33
3575	200.00	BRUCE EBINGER SEXTON 368A	23.80	200.00
3576	99.00	STEPHEN C BARNES STIPEND - 4/1 BOARD MTG	29.50	99.00
3577	99.00	ROB BOSTOCK STIPEND - 4/1 BOARD MTG	29.50	99.00
3578	99.00	DOUGLAS DOMER STIPEND - 4/1 BOARD MTG	29.50	99.00
3579	99.00	FRANCIS LINCOLN STIPEND - 4/1 BOARD MTG	29.50	99.00
3580	34.95	AT&T PHONE LINE CHARGES 3/13-4/12	12.00	34.95
3581	36.14	LAKE COUNTY WASTE SOLUTIONS INC WASTE DISPOSAL	14.00	36.14
3582	600.00	GLORIA FONG ADMINISTRATIVE SVCS - APR	23.80	600.00

GLENBROOK CEMETERY DISTRICT
WARRANT LIST

APRIL 2024

Warrant #	Amount	Payable to / Description	Exp.Code	Exp.Amt
3583	320.00	ROBERT STARK GROUNDS MAINT	18.00	320.00
3584	46.17	ROB BOSTOCK REIMB KEYS-3 SETS	18.00	46.17
3585	320.00	BRUCE EBINGER GROUNDS MAINT 3/16-4/15	18.00	320.00

Warrant Total \$2,163.59

GLENBROOK CEMETERY DISTRICT
WARRANT LIST

MAY 2024

Warrant #	Amount	Payable to / Description	Exp.Code	Exp.Amt
3570	-500.00	SURVIVOR SHARE TR UTD HOBERG FAM REV LIV TR RETURN HEADSTONE DEPOSIT #295	69.91	-500.00
3573	-200.00	SURVIVOR SHARE TR UTD HOBERG FAM REV LIV TR RETURN HEADSTONE SETTING #295	69.21	-200.00
3586	700.00	SANDRA HOBERG FOX AND THERESA HOBERG KARABEL RETURN HEADSTONE DEPOSIT #295 RETURN HEADSTONE SETTING #295	69.91 69.21	500.00 200.00
3587	36.37	LAKE COUNTY WASTE SOLUTIONS INC WASTE DISPOSAL	14.00	36.37
3588	34.95	AT&T PHONE LINE CHARGES 4/13-5/12	12.00	34.95
3589	97.55	KELSEYVILLE LUMBER LANDSCAPING SUPPLIES & FLAG	18.00	97.55
3590	338.18	BRUCE EBINGER GROUNDS MAINT - 4/16 - 5/15 (24.75) REIMB EQUIPMENT FUEL REIMB EQUIPMENT FUEL	18.00 17.00 17.00	320.00 9.84 8.34
3591	600.00	GLORIA FONG ADMINISTRATIVE SVCS - MAY	23.80	600.00
3592	47.44	LAKE COUNTY RECORD BEE 5/23/23 LEGAL PUB 23-24 BUDGET	24.00	47.44

Warrant Total \$1,154.49

GLENBROOK CEMETERY DISTRICT
WARRANT LIST

MTD JUNE 3, 2024

Warrant #	Amount	Payable to / Description	Exp.Code	Exp.Amt
3593	99.00	STEPHEN C BARNES STIPEND - 6/3 BOARD MTG	29.50	99.00
3594	99.00	ROB BOSTOCK STIPEND - 6/3 BOARD MTG	29.50	99.00
3595	99.00	HARRY DEFFENBAUGH STIPEND - 6/3 BOARD MTG	29.50	99.00
3596	99.00	DOUGLAS DOMER STIPEND - 6/3 BOARD MTG	29.50	99.00
3597	99.00	FRANCIS LINCOLN STIPEND - 6/3 BOARD MTG	29.50	99.00
Warrant Total	\$495.00			

RECOMMENDED BUDGET

Budget Summary Worksheet - RECOMMENDED 2024-25

(Note: Category totals on this form **must** agree with category totals of budget submission - District's responsibility).

Total Salaries & Employee Benefits	0
Total Service & Supplies	28,835
Total Other	270
Total Fixed Assets	0
Sub-Total (must equal <i>Grand Total Expenses</i> pg 8)	29,105
Total Contingencies	
TOTAL APPROPRIATION FOR BUDGET EXPENDITURES	29,105 (A)

Increases or Decreases to Reserves/Designations - RECOMMENDED 2024-25

Description	*Balance as of 5/9/24 <i>(*Use latest Balance Sheet Data)</i>	(B) Increase Amount	(B) Decrease Amount <i>(enter as neg)</i>	Total Budger Yr Reserves/Desgn.
Reserve: General	23,419			23,419
Designation: General/Unreserved				0
Equipment Repl				0
Building	6,000			6,000
Capacity Expansion	53,895	3,100		56,995
Medical Svcs/Supps				0
Other (Identify)				0

Must be completed by District for verification by Auditor

Total	(A) 29,105	+	(B) 3,100	=	(C) 32,205
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Total RECOMMENDED Appropriation \$ 29,105 (A) and total combined increase/
decrease to reserves \$ 3,100 (B) constitutes the District's Total RECOMMENDED
Budget financing requirement of \$ 32,205 (C) for Fiscal Year 2024-25.

SALARIES AND EMPLOYEE BENEFITS

1.11 Salaries & Wages-Permanent	_____
1.12 Salaries & Wages-Temporary	_____
1.13 Salaries & Wages-Overtime, Holiday, Stby	_____
1.14 Salaries & Wages-Other, Term	_____
2.21 Retirement Contributions-FICA	_____
2.22 Retirement Contributions-PERS	_____
2.23 Retirement Contributions-Co Paid Employee Con	_____
2.28 Retirement Contributions-Deferred Comp	_____
3.30 Insurance-Health/Life	_____
3.31 Insurance-Unemployment	_____
3.32 Insurance-Opt Out	_____
3.39 Insurance-State Disability	_____
3.45 Retiree - OPEB	_____
4.00 Worker's Compensation	_____

TOTAL SALARIES AND EMPLOYEE BENEFITS \$ _____ **0**

SERVICE AND SUPPLIES

11.00 Clothing & Personal Supplies	_____

12.00 Communications	_____ 450

13.00 Food

14.00 Household Expense

450

15.10 Insurance-Other

15.12 Insurance-Public Liability

1,100

15.13 Fire & Comprehensive

17.00 Maintenance-Equipment

500

18.00 Maintenance-Buildings & Imprvmnts

4,840

19.40 Medical Supplies

20.00 Memberships

250

22.70 Office Expense-Supplies

500

22.71 Office Expense-Postage

300

22.72 Office Expense-Book & Periodicals

23.80 Professional & Specialized Services

13,875

24.00 Publications & Legal Notices

100

25.00 Rents & Leases-Equipment

26.00 Rents & Leases-Buildings & Improv

27.00 Small Tools & Instruments

500

28.30 Special Departmental-Supplies & Services

2,450

28.48 Special Departmental-Ambulance Expense

29.50 Transportation & Travel

3,070

30.00 Utilities

450

38.00 Inventory Items

TOTAL SERVICES AND SUPPLIES

\$ 28,835

OTHER

42.10 Principal & Interest-Notes & Loans

42.11 Principal & Interest-Advances

47.00 Rights of Way

48.00 Taxes & Assessments

270

52.10 Other Charges-Contrib. to Non-Co Gov Agen

53.50 Resource Management

TOTAL OTHER

\$ 270

FIXED ASSETS

MUST LIST ALL FIXED ASSETS IN DETAIL BY ITEM AND DOLLAR AMOUNT

60.00 Land

61.60 Buildings & Improvements-Current

61.69 Buildings & Improvements-Prior

62.71 Equipment-Office

62.72 Equipment-Autos & Light Trucks

62.73 Equipment-Shop

62.74 Equipment-Other

62.76 Equipment-Fire Hose

62.79 Equipment-Prior Years

63.04 Const. in Progress-Water Sys

63.13 Const. in Progress-Bldg & Imp

TOTAL FIXED ASSETS

\$ 0

GRAND TOTAL EXPENSES

\$ 29,105

GLENBROOK CEMETERY DISTRICT

Budget Summary

		2024-2025	APR	MAY	JUNE	JUNE	UNENCUM	% OF	2023-2024	
		RECOMMENDED	CURR MO	CURR MO	CURR MO	YTD	BALANCE	BUDGET	EST. ACTUAL	
EXPENDITURES										
SERVICES & SUPPLIES										
791	12.00	COMMUNICATIONS	\$ 450.00	\$ 34.95	\$ 34.95	\$ -	\$ 381.28	\$ 68.72	84.7%	\$ 420.00
791	14.00	HOUSEHOLD EXPENSES	\$ 450.00	\$ 36.14	\$ 36.37	\$ -	\$ 346.08	\$ 103.92	76.9%	\$ 390.00
791	15.12	INSURANCE - PUBLIC LIABILITY	\$ 1,100.00	\$ -	\$ -	\$ -	\$ 945.00	\$ 78.00	92.4%	\$ 945.00
791	17.00	MAINTENANCE - EQUIPMENT	\$ 500.00	\$ -	\$ 18.18	\$ -	\$ 136.99	\$ 363.01	27.4%	\$ 240.00
791	18.00	MAINTENANCE - BLDGS & IMPRV	\$ 4,840.00	\$ 686.17	\$ 417.55	\$ -	\$ 4,873.53	\$ 776.47	86.3%	\$ 5,569.00
791	20.00	MEMBERSHIPS	\$ 250.00	\$ -	\$ -	\$ -	\$ 134.00	\$ 16.00	89.3%	\$ 134.00
791	22.70	OFFICE SUPPLIES	\$ 500.00	\$ -	\$ -	\$ -	\$ 164.39	\$ 335.61	32.9%	\$ 170.00
791	22.71	POSTAGE	\$ 300.00	\$ -	\$ -	\$ -	\$ 106.80	\$ 93.20	53.4%	\$ 230.00
791	23.80	PROFESSIONAL & SPECIAL SVCS	\$ 13,875.00	\$ 800.00	\$ 600.00	\$ -	\$ 9,450.00	\$ 915.00	91.2%	\$ 11,250.00
791	24.00	PUBLICATIONS & LEGAL NOTICES	\$ 100.00	\$ -	\$ 47.44	\$ -	\$ 91.35	\$ 8.65	91.4%	\$ 139.00
791	27.00	SMALL TOOLS & INSTRUMENTS	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
791	28.30	SPECIAL DEPT. - SUPPLIES & SVCS	\$ 2,450.00	\$ -	\$ -	\$ -	\$ 1,865.00	\$ 5.00	99.7%	\$ 1,865.00
791	29.50	TRANSPORTATION & TRAVEL	\$ 3,070.00	\$ 396.00	\$ -	\$ -	\$ 1,980.00	\$ 600.00	76.7%	\$ 3,170.00
791	30.00	UTILITIES	\$ 450.00	\$ 10.33	\$ -	\$ -	\$ 245.11	\$ 74.89	76.6%	\$ 500.00
791	38.00	INVENTORY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
TOTAL SERVICES & SUPPLIES			\$ 28,835.00	\$ 1,963.59	\$ 1,154.49	\$ -	\$ 20,719.53	\$ 3,438.47	85.8%	\$ 25,022.00
OTHER										
791	48.00	TAXES & ASSESSMENTS	\$ 270.00	\$ -	\$ -	\$ -	\$ 177.00	\$ 170.00	51.0%	\$ 177.00
TOTAL OTHER			\$ 270.00	\$ -	\$ -	\$ -	\$ 177.00	\$ 170.00	51.0%	\$ 177.00
CAPITAL OUTLAY										
791	61.60	BLDG & IMPR - CURR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
TOTAL FIXED ASSETS			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
CONTINGENCIES										
791	90.91	CONTINGENCIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,896.00	0.0%	\$ -
TOTAL EXPENDITURES			\$ 29,105.00	\$ 1,963.59	\$ 1,154.49	\$ -	\$ 20,896.53	\$ 6,504.47	76.3%	\$ 25,199.00

GLENBROOK CEMETERY DISTRICT

Budget Summary

		<u>2024-2025</u>	APR	MAY	JUNE	JUNE	UNENCUM	% OF	<u>2023-2024</u>
		<u>RECOMMENDED</u>	CURR MO	CURR MO	CURR MO	YTD	BALANCE	BUDGET	<u>EST. ACTUAL</u>
<u>REVENUE FROM SERVICE CHARGES</u>									
466	6921 SERVICES - NON TAXABLE	\$ 750.00	\$ (200.00)	\$ 1,550.00	\$ -	\$ 13,380.00	\$ (12,630.00)	1784.0%	\$ 13,380.00
466	6922 SERVICES - TAXABLE	\$ -	\$ -	\$ -	\$ -	\$ 1,268.50	\$ (1,268.50)	100.0%	\$ 1,268.50
491	7950 SERVICES - PRIOR YR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
492	7990 OTH REVENUE - MISC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
492	7991 OTH REVENUE - CNCL CHECK	\$ -	\$ -	\$ -	\$ -	\$ 99.00	\$ (99.00)	100.0%	\$ 99.00
492	7993 OTH REVENUE - INS PROCEEDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
492	8122 OPERATING TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
502	8123 OPERATING TRANSFERS OUT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
	<u>NET EXPENSES</u>	<u>\$ (28,355.00)</u>	<u>\$ (2,163.59)</u>	<u>\$ 395.51</u>	<u>\$ -</u>	<u>\$ (6,149.03)</u>	<u>\$ (20,501.97)</u>		<u>\$ (10,451.50)</u>
<u>GENERAL REVENUE</u>									
411	1010 PROPERTY TAX - CURR SECURED	\$ 15,910.00	\$ 6,769.53	\$ -	\$ -	\$ 15,970.32	\$ (60.32)	100.4%	\$ 15,892.69
411	1015 PROP 1A, ERAF/SRAF	\$ -				\$ -	\$ -	0.0%	
411	1020 PROPERTY TAX - CURR UNSECURED	\$ 300.00				\$ 366.84	\$ (66.84)	122.3%	\$ 366.84
411	1025 PROPERTY TAX - SUPP 813-CURR	\$ -				\$ 65.40	\$ (65.40)	100.0%	\$ 65.40
411	1030 PROPERTY TAX - PRIOR SECURED	\$ -				\$ -	\$ -	0.0%	\$ -
411	1035 PROPERTY TAX - SUPP 813-PRIOR	\$ -	\$ 7.41			\$ 74.55	\$ (74.55)	100.0%	\$ 74.55
411	1040 PROPERTY TAX - PRIOR UNSECURED	\$ -				\$ 14.17	\$ (14.17)	100.0%	\$ 14.17
441	4201 INTEREST	\$ 300.00				\$ 1,799.82	\$ (1,499.82)	599.9%	\$ 1,799.82
453	5460 STATE HOPTR	\$ 150.00				\$ 62.15	\$ 87.85	41.4%	\$ 124.30
453	5470 STATE AID DISASTER REV LOSS BACKFILL					\$ -	\$ -	0.0%	\$ -
	<u>TOTAL GENERAL REVENUE</u>	<u>\$ 16,660.00</u>	<u>\$ 6,776.94</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,353.25</u>	<u>\$ (1,693.25)</u>		<u>\$ 18,337.77</u>
	<u>NET (SHORTFALL) / +</u>	<u>\$ (11,695.00)</u>	<u>\$ 4,613.35</u>	<u>\$ 395.51</u>	<u>\$ -</u>	<u>\$ 12,204.22</u>	<u>\$ (22,195.22)</u>		<u>\$ 7,886.27</u>
390	0000 NET BEGINNING YEAR (FUND BALANCE)	\$ 14,795.00				\$ 22,646.35			\$ 22,646.35
	RESERVES (TO) / FROM	\$ (3,100.00)				\$ (12,655.00)			\$ (12,655.00)
	<u>OPERATING CASH BALANCE</u>	<u>0.00</u>				<u>22,195.57</u>			<u>\$ 17,877.62</u>
<u>RESERVE DESIGNATIONS</u>									
391	0100 RESERVES - GENERAL	\$ 23,419.00				\$ 23,419.00			\$ 23,419.00

GLENBROOK CEMETERY DISTRICT

Budget Summary

	<u>2024-2025</u>	APR	MAY	JUNE	JUNE	UNENCUM	% OF	<u>2023-2024</u>
	<u>RECOMMENDED</u>	CURR MO	CURR MO	CURR MO	YTD	BALANCE	BUDGET	<u>EST. ACTUAL</u>
392 0500 RESERVES - CAPACITY EXPANSION	\$ 56,995.00				\$ 53,895.00			\$ 53,895.00
392 0600 RESERVES - BUILDING	\$ 6,000.00				\$ 6,000.00			\$ 6,000.00
<u>TOTAL RESERVE DESIGNATIONS</u>	<u>\$ 86,414.00</u>				<u>\$ 83,314.00</u>			<u>\$ 83,314.00</u>
 CASH BALANCE	 <u>\$ 86,414.00</u>				 <u>\$ 105,509.57</u>			 <u>\$ 91,101.27</u>
 <u>PREPAY FUND 390 - CASH BALANCE</u>					 <u>\$ 17,524.20</u>			
BEGINNING FUND BALANCE					\$ 17,438.30			
441 4201 INTEREST					\$ 85.90			
466 6921 SERICES - NON TAXABLE		\$ -	\$ -	\$ -	\$ -			
491 7950 SERVICES - PRIOR YR		\$ -	\$ -	\$ -	\$ -			
502 8123 TRANSFERS OUT					\$ -			
TOTAL		\$ -	\$ -	\$ -	\$ 85.90			
 <u>ENDOWMENT FUND 394 - CASH BALANCE</u>					 <u>\$ 40,280.14</u>			
BEGINNING FUND BALANCE					\$ 38,580.14			
441 4201 INTEREST					\$ -			
466 6921 SERICES - NON TAXABLE		\$ -	\$ 250.00	\$ -	\$ 1,700.00			
491 7950 SERVICES - PRIOR YR		\$ -	\$ -	\$ -	\$ -			
502 8123 TRANSFERS OUT					\$ -			
TOTAL		\$ -	\$ 250.00	\$ -	\$ 1,700.00			
 <u>INTEREST FUND 395 - CASH BALANCE</u>					 <u>\$ 10,915.85</u>			
BEGINNING FUND BALANCE					\$ 10,655.06			
441 4201 INTEREST					\$ 260.79			
466 6921 SERICES - NON TAXABLE		\$ -	\$ -	\$ -	\$ -			
502 8123 TRANSFERS OUT					\$ -			
TOTAL		\$ -	\$ -	\$ -	\$ 260.79			
 <u>HEADSTONE FUND 396 - CASH BALANCE</u>					 <u>\$ 9,375.00</u>			
BEGINNING FUND BALANCE					\$ 6,575.00			
441 4201 INTEREST					\$ -			

GLENBROOK CEMETERY DISTRICT
Budget Summary

		<u>2024-2025</u>	<i>APR</i>	<i>MAY</i>	<i>JUNE</i>	<i>JUNE</i>	<i>UNENCUM</i>	<i>% OF</i>	<i><u>2023-2024</u></i>
		<u>RECOMMENDED</u>	<i>CURR MO</i>	<i>CURR MO</i>	<i>CURR MO</i>	<i>YTD</i>	<i>BALANCE</i>	<i>BUDGET</i>	<i><u>EST. ACTUAL</u></i>
466	6991 SERICES - NON TAXABLE		\$ -	\$ 500.00	\$ -	\$ 2,800.00			
502	8123 TRANSFERS OUT		\$ -	\$ -	\$ -	\$ -			
TOTAL			\$ -	\$ 500.00	\$ -	\$ 2,800.00			

GLENBROOK CEMETERY DISTRICT

Budget Summary

		<u>2024-2025</u>	APR	MAY	JUNE	JUNE	UNENCUM	% OF	<u>2023-2024</u>	
		<u>RECOMMENDED</u>	CURR MO	CURR MO	CURR MO	YTD	BALANCE	BUDGET	<u>EST. ACTUAL</u>	
<u>EXPENDITURES</u>										
<u>SERVICES & SUPPLIES</u>										
791	12.00	COMMUNICATIONS	\$ 450.00	\$ 34.95	\$ 34.95	\$ -	\$ 381.28	\$ 68.72	84.7%	\$ 420.00
	12.001	Telephone Service	450.00	34.95	34.95	-	381.28			420.00
791	14.00	HOUSEHOLD EXPENSES	\$ 450.00	\$ 36.14	\$ 36.37	\$ -	\$ 346.08	\$ 103.92	76.9%	\$ 390.00
	14.001	Trash Pick Up	450.00	36.14	36.37	-	346.08			390.00
791	15.12	INSURANCE - PUBLIC LIABILITY	\$ 1,100.00	\$ -	\$ -	\$ -	\$ 945.00	\$ 78.00	92.4%	\$ 945.00
	15.121	Public Liability Insurance	1,100.00	-	-	-	945.00			945.00
791	17.00	MAINTENANCE - EQUIPMENT	\$ 500.00	\$ -	\$ 18.18	\$ -	\$ 136.99	\$ 363.01	27.4%	\$ 240.00
	17.001	Mower	250.00	-	18.18	-	136.99			240.00
	17.002	Tractor	250.00	-	-	-	-			
791	18.00	MAINTENANCE - BLDGS & IMPRV	\$ 4,840.00	\$ 686.17	\$ 417.55	\$ -	\$ 4,873.53	\$ 776.47	86.3%	\$ 5,569.00
	18.001	Ground Maintenance	3,840.00	640.00	320.00	-	3,840.00			4,480.00
	18.003	Cemetery Grounds	500.00	-	97.55	-	820.65			919.00
	18.004	Building	500.00	46.17	-	-	212.88			170.00
791	20.00	MEMBERSHIPS	\$ 250.00	\$ -	\$ -	\$ -	\$ 134.00	\$ 16.00	89.3%	\$ 134.00
	20.001	PCA & CAPC	250.00	-	-	-	134.00			134.00
791	22.70	OFFICE SUPPLIES	\$ 500.00	\$ -	\$ -	\$ -	\$ 164.39	\$ 335.61	32.9%	\$ 170.00
	22.701	Office Supplies	500.00	-	-	-	164.39			170.00
791	22.71	POSTAGE	\$ 300.00	\$ -	\$ -	\$ -	\$ 106.80	\$ 93.20	53.4%	\$ 230.00
	22.711	Postage	300.00	-	-	-	106.80			230.00
791	23.80	PROFESSIONAL & SPECIAL SVCS	\$ 13,875.00	\$ 800.00	\$ 600.00	\$ -	\$ 9,450.00	\$ 915.00	91.2%	\$ 11,250.00
	23.801	Interment Fee	750.00	-	600.00	-	1,200.00			1,800.00
	23.802	Sexton Fee	1,000.00	200.00	-	-	1,400.00			1,400.00
	23.803	Weekend / Holiday Fee	-	-	-	-	400.00			400.00
	23.804	Administrative Contract	7,200.00	600.00	-	-	6,000.00			7,200.00
	23.805	Other Services (setting / lowering)	425.00	-	-	-	450.00			450.00
	23.806	Bi-annual Audit	4,500.00	-	-	-	-			-
791	24.00	PUBLICATIONS & LEGAL NOTICES	\$ 100.00	\$ -	\$ 47.44	\$ -	\$ 91.35	\$ 8.65	91.4%	\$ 139.00
	24.001	Legal publications / notices	100.00	-	47.44	-	91.35			139.00
791	27.00	SMALL TOOLS & INSTRUMENTS	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -

GLENBROOK CEMETERY DISTRICT

Budget Summary

		2024-2025	<i>APR</i>	<i>MAY</i>	<i>JUNE</i>	<i>JUNE</i>	<i>UNENCUM</i>	<i>% OF</i>	2023-2024
		RECOMMENDED	<i>CURR MO</i>	<i>CURR MO</i>	<i>CURR MO</i>	<i>YTD</i>	<i>BALANCE</i>	<i>BUDGET</i>	EST. ACTUAL
27.001	small tools & instruments	500.00	-	-	-	-	-	-	-
791	28.30 SPECIAL DEPT. - SUPPLIES & SVCS	\$ 2,450.00	\$ -	\$ -	\$ -	\$ 1,865.00	\$ 5.00	99.7%	\$ 1,865.00
28.301	Vaults	2,450.00	-	-	-	1,865.00	-	-	1,865.00
28.302	Headstone Deposit Return	-	-	-	-	-	-	-	-
28.303	Supplies	-	-	-	-	-	-	-	-
28.300	Chairs	-	-	-	-	-	-	-	-
28.300	PCA Registration	-	-	-	-	-	-	-	-
791	29.50 TRANSPORTATION & TRAVEL	\$ 3,070.00	\$ 396.00	\$ -	\$ -	\$ 1,980.00	\$ 600.00	76.7%	\$ 3,170.00
29.501	Board - Stipend	2,970.00	396.00	-	-	1,980.00	-	-	3,170.00
29.502	Fuel	100.00	-	-	-	-	-	-	-
29.503	Conference	-	-	-	-	-	-	-	-
791	30.00 UTILITIES	\$ 450.00	\$ 10.33	\$ -	\$ -	\$ 245.11	\$ 74.89	76.6%	\$ 500.00
30.001	PG&E	450.00	10.33	-	-	245.11	-	-	500.00
791	38.00 INVENTORY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
38.001	INVENTORY	-	-	-	-	-	-	-	-
TOTAL SERVICES & SUPPLIES		\$ 28,835.00	\$ 1,963.59	\$ 1,154.49	\$ -	\$ 20,719.53	\$ 3,438.47	85.8%	\$ 25,022.00
		\$ 28,835.00	\$ 1,963.59	\$ 1,154.49	\$ -	\$ 20,719.53	\$ 3,438.47		\$ 25,022.00
OTHER									
791	48.00 TAXES & ASSESSMENTS	\$ 270.00	\$ -	\$ -	\$ -	\$ 177.00	\$ 170.00	51.0%	\$ 177.00
48.001	State Board of Equalization	270.00	-	-	-	177.00	-	-	177.00
TOTAL OTHER		\$ 270.00	\$ -	\$ -	\$ -	\$ 177.00	\$ 170.00	51.0%	\$ 177.00
		\$ 270.00	\$ -	\$ -	\$ -	\$ 177.00	\$ 170.00		\$ 177.00
CAPITAL OUTLAY									
791	61.60 BLDG & IMPR - CURR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
61.601	Storage Unit	-	-	-	-	-	-	-	-
61.600	Parking Lot - Cobb Geothermal Mitigation Fund	-	-	-	-	-	-	-	-
61.600	Curbs	-	-	-	-	-	-	-	-
61.600	Walkway	-	-	-	-	-	-	-	-
61.600	Retaining Wall	-	-	-	-	-	-	-	-

GLENBROOK CEMETERY DISTRICT

Budget Summary

		2024-2025	<i>APR</i>	<i>MAY</i>	<i>JUNE</i>	<i>JUNE</i>	<i>UNENCUM</i>	<i>% OF</i>	2023-2024
		RECOMMENDED	<i>CURR MO</i>	<i>CURR MO</i>	<i>CURR MO</i>	<i>YTD</i>	<i>BALANCE</i>	<i>BUDGET</i>	EST. ACTUAL
TOTAL FIXED ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
CONTINGENCIES									
791	90.91 CONTINGENCIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,896.00	0.0%	\$ -
	90.911		-	-	-	-			
TOTAL EXPENDITURES		\$ 29,105.00	\$ 1,963.59	\$ 1,154.49	\$ -	\$ 20,896.53	\$ 6,504.47	76.3%	\$ 25,199.00
		\$ 29,105.00	\$ 1,963.59	\$ 1,154.49	\$ -	\$ 20,896.53	\$ -		\$ 25,199.00
		\$ 17,410.00	\$ -	\$ -	\$ -				\$ -
		\$ (11,695.00)							\$ 7,787.27
REVENUE FROM SERVICE CHARGES									
466	6921 SERVICES - NON TAXABLE	\$ 750.00	\$ (200.00)	\$ 1,550.00	\$ -	\$ 13,380.00	\$ (12,630.00)	1784.0%	\$ 13,380.00
	Full Burial					1,200.00			1,200.00
	Cremation Plot			500.00		1,900.00			1,900.00
	Cremation Interment	500.00		500.00		4,000.00			4,000.00
	Sexton Fee	250.00		250.00		2,700.00			2,700.00
	Administration Fee			100.00		1,000.00			1,000.00
	Marker Setting		(200.00)	200.00		1,500.00			1,500.00
	Prepaid Contract Fee	-				-			-
	Weekend / Holiday Fee	-				500.00			500.00
	Other Services (transfer / lowering)	-				580.00			580.00
466	6922 SERVICES - TAXABLE	\$ -	\$ -	\$ -	\$ -	\$ 1,268.50	\$ (1,268.50)	100.0%	\$ 1,268.50
	Vaults					1,180.00			1,180.00
	Sales Tax					88.50			88.50
491	7950 SERVICES - PRIOR YR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
	Open Meetings Act	-				-			-
	Sexton Fee	-				-			-
	Vault	-				-			-
	Vault Sales Tax	-				-			-
	Administration Fee	-				-			-

GLENBROOK CEMETERY DISTRICT

Budget Summary

		<u>2024-2025</u>	APR	MAY	JUNE	JUNE	UNENCUM	% OF	<u>2023-2024</u>
		<u>RECOMMENDED</u>	CURR MO	CURR MO	CURR MO	YTD	BALANCE	BUDGET	<u>EST. ACTUAL</u>
	Cremation Interment	-				-			
492	7990 OTH REVENUE - MISC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
492	7991 OTH REVENUE - CNCL CHECK	\$ -	\$ -	\$ -	\$ -	\$ 99.00	\$ (99.00)	100.0%	\$ 99.00
492	7993 OTH REVENUE - INS PROCEEDS	\$ -	\$ -	\$ -	\$ -	\$ 99.00			\$ 99.00
492	8122 OPERATING TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
	Prepaid Headstone Deposit	-				-			
	Prepaid Services	-				-			
	Cremation Interment Fee - Prior Yr correction	-				-			
502	8123 OPERATING TRANSFERS OUT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
	<u>NET EXPENSES</u>	\$ (28,355.00)	\$ (2,163.59)	\$ 395.51	\$ -	\$ (6,149.03)	\$ (20,501.97)		\$ (10,451.50)
<u>GENERAL REVENUE</u>									
411	1010 PROPERTY TAX - CURR SECURED	\$ 15,910.00	\$ 6,769.53	\$ -	\$ -	\$ 15,970.32	\$ (60.32)	100.4%	\$ 15,892.69
	Local Secured Allocation	16,000.00	6,769.53			16,077.63			16,000.00
	State Board Roll Allocation (public utilitarian)	300.00				236.69			236.69
	LAFCO Apportioned Cost	(40.00)				(51.00)	340.36		(51.00)
	Estimated Co Admin Fee	(350.00)				(293.00)			(293.00)
411	1015 PROP 1A, ERAF/SRAF	\$ -				\$ -	\$ -	0.0%	
411	1020 PROPERTY TAX - CURR UNSECURED	\$ 300.00				\$ 366.84	\$ (66.84)	122.3%	\$ 366.84
411	1025 PROPERTY TAX - SUPP 813-CURR	\$ -				\$ 65.40	\$ (65.40)	100.0%	\$ 65.40
411	1030 PROPERTY TAX - PRIOR SECURED	\$ -				\$ -	\$ -	0.0%	\$ -
411	1035 PROPERTY TAX - SUPP 813-PRIOR	\$ -	\$ 7.41			\$ 74.55	\$ (74.55)	100.0%	\$ 74.55
411	1040 PROPERTY TAX - PRIOR UNSECURED	\$ -				\$ 14.17	\$ (14.17)	100.0%	\$ 14.17
441	4201 INTEREST	\$ 300.00				\$ 1,799.82	\$ (1,499.82)	599.9%	\$ 1,799.82
453	5460 STATE HOPTR	\$ 150.00				\$ 62.15	\$ 87.85	41.4%	\$ 124.30
453	5470 STATE AID DISASTER REV LOSS BACKFILL	\$ -				\$ -	\$ -	0.0%	\$ -
	<u>TOTAL REVENUE</u>	\$ 17,410.00	\$ 6,576.94	\$ 1,550.00	\$ -	\$ 33,001.75	\$ (15,591.75)	189.6%	\$ 32,986.27

GLENBROOK CEMETERY DISTRICT

Budget Summary

	<u>2024-2025</u> <u>RECOMMENDED</u>	APR CURR MO	MAY CURR MO	JUNE CURR MO	JUNE YTD	UNENCUM BALANCE	% OF BUDGET	<u>2023-2024</u> <u>EST. ACTUAL</u>
<u>TOTAL GENERAL REVENUE</u>	\$ 16,660.00	\$ 6,776.94	\$ -	\$ -	\$ 18,353.25	\$ (1,693.25)		\$ 18,337.77
<u>NET (SHORTFALL) / +</u>	\$ <u>(11,695.00)</u>	\$ <u>4,613.35</u>	\$ <u>395.51</u>	\$ -	\$ <u>12,204.22</u>	\$ <u>(22,195.22)</u>		\$ <u>7,886.27</u>
390 0000 NET BEGINNING YEAR (FUND BALANCE)	\$ 14,795.00				\$ 22,646.35			\$ 22,646.35
RESERVES (TO) / FROM	\$ (3,100.00)				\$ (12,655.00)			\$ (12,655.00)
<u>OPERATING CASH BALANCE</u>	<u>0.00</u>				<u>22,195.57</u>			<u>\$ 17,877.62</u>
<u>RESERVE DESIGNATIONS</u>								
391 0100 RESERVES - GENERAL	\$ 23,419.00				\$ 23,419.00			\$ 23,419.00
392 0500 RESERVES - CAPACITY EXPANSION	\$ 56,995.00				\$ 53,895.00			\$ 53,895.00
392 0600 RESERVES - BUILDING	\$ 6,000.00				\$ 6,000.00			\$ 6,000.00
<u>TOTAL RESERVE DESIGNATIONS</u>	<u>\$ 86,414.00</u>				<u>\$ 83,314.00</u>			<u>\$ 83,314.00</u>
<u>CASH BALANCE</u>	<u>\$ 86,414.00</u>				<u>\$ 105,509.57</u>			<u>\$ 91,101.27</u>
<u>PREPAY FUND 390 - CASH BALANCE</u>					<u>\$ 17,524.20</u>			
BEGINNING FUND BALANCE					\$ 17,438.30			
441 4201 INTEREST					\$ 85.90			
466 6921 SERICES - NON TAXABLE		\$ -	\$ -	\$ -	\$ -			
491 7950 SERVICES - PRIOR YR		\$ -	\$ -	\$ -	\$ -			
502 8123 TRANSFERS OUT					\$ -			
TOTAL		\$ -	\$ -	\$ -	\$ 85.90			
<u>ENDOWMENT FUND 394 - CASH BALANCE</u>					<u>\$ 40,280.14</u>			
BEGINNING FUND BALANCE					\$ 38,580.14			
441 4201 INTEREST					\$ -			
466 6921 SERICES - NON TAXABLE		\$ -	\$ 250.00	\$ -	\$ 1,700.00			
Endowment Care			250.00		\$ 1,700.00			
491 7950 SERVICES - PRIOR YR		\$ -	\$ -	\$ -	\$ -			

GLENBROOK CEMETERY DISTRICT
Budget Summary

	<u>2024-2025</u> <u>RECOMMENDED</u>	APR CURR MO	MAY CURR MO	JUNE CURR MO	JUNE YTD	UNENCUM BALANCE	% OF BUDGET	<u>2023-2024</u> <u>EST. ACTUAL</u>
502 8123 TRANSFERS OUT					\$ -			
TOTAL		\$ -	\$ 250.00	\$ -	\$ 1,700.00			
<u>INTEREST FUND 395 - CASH BALANCE</u>					<u>\$ 10,915.85</u>			
BEGINNING FUND BALANCE					\$ 10,655.06			
441 4201 INTEREST					\$ 260.79			
466 6921 SERICES - NON TAXABLE		\$ -	\$ -	\$ -	\$ -			
502 8123 TRANSFERS OUT					\$ -			
TOTAL		\$ -	\$ -	\$ -	\$ 260.79			
<u>HEADSTONE FUND 396 - CASH BALANCE</u>					<u>\$ 9,375.00</u>			
BEGINNING FUND BALANCE					\$ 6,575.00			
441 4201 INTEREST					\$ -			
466 6991 SERICES - NON TAXABLE		\$ -	\$ 500.00	\$ -	\$ 2,800.00			
			500.00		\$ 2,800.00			
502 8123 TRANSFERS OUT		\$ -	\$ -	\$ -	\$ -			
TOTAL		\$ -	\$ 500.00	\$ -	\$ 2,800.00			

LAKE LOCAL AGENCY FORMATION COMMISSION

DATE: May 17, 2024

TO: Chair of the Special District Board of Directors

FROM: John Benoit, LAFCO Executive Officer

SUBJECT: Nomination Ballot for Independent Special District Members and an Alternate to fill an Independent Special District seat on LAFCO

NOTE: **THE DISTRICT CHAIR MAY VOTE ON BEHALF OF YOUR DISTRICT BOARD OF DIRECTORS FOR AN INDEPENDENT SPECIAL DISTRICT ALTERNATE TO BE SEATED ON LAFCO**

Lake LAFCO attempted to recruit a Special District Alternate Member in 2023. A quorum of Special Districts was never attained therefore a new recruitment became necessary. LAFCo is again in the process of seeking an Independent Special District Board of Director Alternate to serve on LAFCO to represent Independent Special Districts as an alternate member of the Lake Local Agency Formation Commission.

The Local Agency Formation Commission is calling for nominations to seat the alternate member

LAFCo is requesting all nominations be received by LAFCO prior to 5:00 PM Friday, June 21, 2024.

Not all Independent Special District CHAIR PERSONS will desire or are in any way required to file a nomination with LAFCO.

Independent Special District representatives on LAFCO shall not be an employee of a special district, a City or the County. This nomination is for sitting Special District Board of Director Member only. An independent Special District alternate representative must be able and available to regularly attend Commission meetings and (or) hearings (normally 6 per year). An Independent Special District alternate member, as are all other Commissioners, is required to file an annual Statement of Economic Interest.

The LAFCO Commission normally meets the third Wednesday at 9:30 AM of every other month and alternates meetings between the Cities of Clearlake and Lakeport. There is a meeting stipend of \$100.00 per meeting. The alternate member is encouraged to

participate in all LAFCO processes but may only vote when the regular member is not present or otherwise is unable to participate in a given action before LAFCO.

Upon conclusion of this nomination process, depending upon the number of eligible nominations, a ballot to elect the LAFCO representative may be mailed to the Chair of each Independent Special District. At that time, each Independent Special District Board Chair will have one vote. The nominee receiving the highest number of votes will be seated as an Independent Special District's alternate member representative for a 4-year term. In the event of a tie, there will be a coin toss and if there is only one nomination that person will be deemed appointed.

The nomination period will close on Friday, June 21st, 2024. Nomination Ballots must be received by 5:00 PM that day if sent by email or postmarked that day if mailed. If your Chair of your Board of Directors or your Board of Directors desires to nominate one of your sitting Board of Director members to serve on LAFCO, please submit the attached nomination ballot to John Benoit, Executive Officer, P.O. Box 2694 Granite Bay, CA 95746 or by email to j.benoit4@icloud.com. If you have any questions please call (707) 592-7528.

Bruce Ebinger

P O Box 1068
Cobb, Ca. 95426
707.513.5543

To: The Board of Directors,
& Secretary Gloria Fong
Glenbrook Cemetery District

June 27, 2024

In December of 2023 I announced to the Board my intention to retire as Sexton on May 10, 2024. I appreciate the need for my replacement, and so far, I am happy that someone new has taken on the grounds keeping portion of the job. This still leaves family contact, burials, full and cremation, knowledge of forms, etc. I am confident that the board will find someone to take over that aspect of the Sexton position.

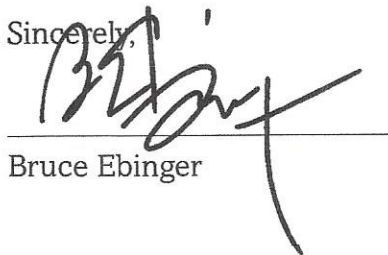
I had agreed at the December meeting with the board to try and stay on as long as was needed until the position was filled completely. It is necessary at this juncture in time, however, for me to inform the rest of the team that I can no longer effectively carry out my duties as Sexton for the district. Due to the recent diagnosis of spinal damage, my activities have become drastically limited. Simple tasks are often interrupted by the pain from this. The hope is that surgery can be avoided. I need now to focus on my doctor's advice regarding proper attention to my back's health.

One cremation burial is scheduled for June 8th which I will see to the end. Please be advised, this will also be my targeted exit date.

I will not be attending the June 3rd board meeting in order that you may speak freely among yourselves on this issue.

It has been an enormous honor to have been an integral part of Glenbrook Cemetery since September of 2012. Thank you all for your support, and for the opportunity to have served as your Sexton.

Sincerely,


Bruce Ebinger

From: Bruce Ebinger
Subject: Re: Letter to the board
Date: May 27, 2024 at 9:10:55 PM
To: FRANK LINCOLN, Gloria Fong
Rob Bostock

Frank,

Thank you for your quick response and the kind words!

Bruce

PS: Should I be watching the mail for my gold watch and cruise tickets!

From: FRANK LINCOLN
Sent: Monday, May 27, 2024 4:43 PM
To: Bruce Ebinger
Cc: Gloria Fong ; Rob Bostock
Subject: Re: Letter to the board

Hi Bruce,

Congratulations on your retirement!

We appreciate all that you have done over the years and you will be missed. As you know, you are a hard man to replace. So, we do appreciate that you extended your initial retirement date from May until June.

That being said, your health is more important than any job. Please make your health your priority and don't worry about your replacement. The cemetery has survived this long, and will continue to do so.

I wish you well with your treatment and don't be a stranger. We all enjoy our time with you, so feel free to visit anytime.

Thanks,

Frank Lincoln

On Mon, May 27, 2024 at 2:23 PM Bruce Ebinger wrote:
Please see attached letter of resignation.

Bruce

From: Jennifer Peters, ARM

Subject: Remote Training: Dealing With Difficult People

Date: May 28, 2024 at 1:59:30 PM

To: Gloria Fong

[View this email in your browser](#)



Remote Training Event

Join us for a live presentation highlighting strategies you and your district can use to manage interactions with difficult people.

Training Agenda:

Define Difficult Person, How to Identify, Elements of Quality Service, Types of Difficult People, How to Deal With Angry People.

Register Now

https://us02web.zoom.us/webinar/register/WN_WCMxoosySmuGkjUVhDGPWA#/registration



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