Tulare Public Cemetery District

This is an Endowment Care Interment

AUDIT MEETING
AGENDA

Committee Members
Stephen Presant
Xavier Avila
Linda Maloy

Tulare Public Cemetery – Conference Room **Wednesday, February 21, 2024**
900 E. Kern Avenue – Tulare, CA **1:00p.m. – Audit Meeting**

Public Information about Meetings:
Attend meetings in person or access the meeting live via Facebook https://www.facebook.com/profile.php?id=100076699464485
Documents related to items on the agenda are accessible on District's website at www.tularecemetery.net and available for viewing in a single binder at the entrance of the conference room.
Public Comments – Any member of the public wishing to address the Board shall first identify himself or herself and shall be limited to three(3) minutes (six (6) minutes if a language interpreter is used) unless extended by the chairperson. It is the Board's intent to accommodate all persons who wish to attend open public meetings.

1. CALL TO ORDER
2. ROLL CALL
3. RECOGNITION OF VISITORS
4. OPEN SESSION - AUDIT REPORTS, ITEMS OF INTEREST & GENERAL BUSINESS
   (All items are subject to discussion and possible action by the Committee Members.)

   4.1- Approve Minutes of January 18, 2024
   4.2- Approve December 2023 and January 2024 financials
   4.3- Compare 2nd quarter financials to budget
   4.4- Verify payroll reports against bank statements
   4.5- California Business Machine/ Leaf Contract
   4.6- District Manager's report

5. ADJOURNMENT

OPEN SESSION AGENDA ITEMS
NOTICE TO THE PUBLIC

ALL WRITINGS, MATERIALS AND INFORMATION PROVIDED TO THE BOARD FOR THEIR CONSIDERATION RELATING TO ANY OPEN SESSION AGENDA ITEMS OF THE MEETING ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS MONDAY - FRIDAY 8:00 AM – 4:00 PM AT THE CEMETERY DISTRICT OFFICE LOCATED AT 900 E. KERN AVE. - TULARE, CA 93274

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU SHOULD NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE BOARD OFFICE AT (559) 686-5544 FORTY-EIGHT (48) HOURS PRIOR TO THIS MEETING.

Tulare Public Cemetery District
Audit Committee Meeting Minutes
January 18, 2024

CALL TO ORDER:
The Tulare Public Cemetery Audit Committee meeting on January 18, 2024 was called to order at 1:00 P.M, at 900 E Kern Ave, Tulare, California by Committee Chair Steve Presant and Committee Member Linda Maloy. Committee Member Xavier Avila attended at 1:15 pm. Manager Clara Bernardo was in attendance.

RECOGNITION OF VISITORS: There was one visitor.

OPEN SESSION:

4.1 – Maloy moved, Presant 2nd to approve December 1, 2023 minutes with corrections. Vote (2-0)

4.2 –Maloy moved, Avila 2nd to approve October 2023 financials. Maloy moved, Avila 2nd to approve November 2023 financials. Vote (3-0)

4.3 – Reviewed Draft 2022-2023 Annual Audit. Maloy moved to recommend audit committee support of the audit, Avila 2nd. Vote (3-0)

4.4 – Reviewed Health & Safety Code 9075 & 9076 which details the process of withdrawing TPCD funds from Tulare County. The audit committee is by consensus supportive of removing only Fund 772 monies from Tulare County. Maloy moved, Avila 2nd on investigating with Tulare County the possibility of considering the Audit Committee Chair as Treasurer.

4.5 – Verified by hand counting the Petty Cash box that there is $500 in it.

4.6 – Verified November Bank Statement matched November Financials 10500 Reconciliation cleared amounts. The Audit Committee will ask our District Manager to provide a transfer fee addition and subtraction explanation at the next meeting. Avila moved to recommend to the Board that a majority of the Fund 886 balance be invested to maximize return, Maloy 2nd. Vote (3-0)

4.7 – The District Manager had nothing to report.

ADJOURNMENT:
Committee Chair Presant adjourned the meeting at 2:12 P.M.

Respectfully Submitted,

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Audit Committee Member

Tulare Public Cemetery District
Balance Sheet
As of December 31, 2023

	Dec 31, 23	Dec 31, 22
ASSETS		
Current Assets		
Checking/Savings		
00 · Clearing Acct.	24,252.21	23,077.33
10100 · Petty Cash	500.00	500.00
10150 · Bank of The Sierra - CHK ACCT	22,746.01	61,476.17
10500 · Cash in Treasury (772)	224,368.02	260,940.28
10600 · Endowment - Reserved (773)		
1620 · Edowment Care 1620	316,017.92	316,017.92
10600 · Endowment - Reserved (773) - Other	1,601,034.03	1,446,140.33
Total 10600 · Endowment - Reserved (773)	1,917,051.95	1,762,158.25
10700 · Cash in Expansion Account (807)	202,534.64	238,034.84
10900 · Endowment - Unreserved (817)	265,429.67	258,284.77
10950 · Pre-Need Payment Plan (886)	192,642.02	3,937.95
Total Checking/Savings	2,849,524.52	2,608,409.59
Accounts Receivable		
11001 · Accounts Receivable - PVQ (772)	35,709.74	13,219.53
11010 · Receivable - Pre-Need Pmt Plan	143,377.13	28,013.77
Total Accounts Receivable	179,086.87	41,233.30
Other Current Assets		
11300 · Prepaid Expense		
11320 · Prepaid Workers Compensation	15,962.02	15,348.00
11330 · Prepaid Liability Insurance	18,617.02	17,996.00
11340 · Prepaid Property Insurance	1,804.50	2,403.00
Total 11300 · Prepaid Expense	36,383.54	35,747.00

Tulare Public Cemetery District
Balance Sheet
As of December 31, 2023

	Dec 31, 23	Dec 31, 22
12001 · Undeposited Funds	0.00	24,350.69
12101 · Inventory Asset	19,699.19	18,670.98
Total Other Current Assets	56,082.73	78,768.67
Total Current Assets	3,084,694.12	2,728,411.56
TOTAL ASSETS	3,084,694.12	2,728,411.56
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 · Accounts Payable	69,007.16	36,601.60
Total Accounts Payable	69,007.16	36,601.60
Other Current Liabilities		
25600 · PTO Accruals	3,713.68	0.00
25500 · Sales Tax Payable	2,782.04	3,453.81
Total Other Current Liabilities	6,495.72	3,453.81
Total Current Liabilities	75,502.88	40,055.41
Total Liabilities	75,502.88	40,055.41
Equity		
30000 · Fund Balance	2,798,990.20	2,665,098.82
Net Income	210,201.04	23,257.33
Total Equity	3,009,191.24	2,688,356.15
TOTAL LIABILITIES & EQUITY	3,084,694.12	2,728,411.56

Tulare Public Cemetery District
Profit & Loss Budget Performance
December 2023

	Dec 23	Budget	Jul - Dec 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
3999 · Total Beginning Cash Available	0	29,167	0	175,000	350,000
4000 · County Taxes					
4001 · Current Secured	114,648	0	114,648	0	0
4006 · Current Unsecured	0	0	0	0	0
4008 · Prior Secured	0	0	0	0	0
4009 · Prior Unsecured	0	0	0	0	0
4030 · Suppl Current Secured	0	0	0	0	0
4033 · Suppl Prior Secured	0	0	0	0	0
4052 · Other Taxes	4,243		4,243		
4060 · Residual Distributions	0	0	0	0	0
4069 · PT Facilities	0	0	0	0	0
5000 · Aid-Other Governmental Agencies	0	0	0	0	0
5050 · Homeowners Property Tax Relief	0	0	0	0	0
4000 · County Taxes - Other	4,715	18,750	4,715	112,500	225,000
Total 4000 · County Taxes	123,606	18,750	123,606	112,500	225,000
4801 · Interest Income - 772	1,401	583	2,811	3,502	7,000
4801.1 · Transfer from Funds	0	5,000	0	30,000	60,000
5400 · Charges for Current Services					
5400.1 · Grave	15,000		156,760		
5400.2 · Niche	979		13,045		
5400.3 · Open and Close	28,400		187,346		
5400.4 · Administration	4,350		33,150		
5400.5 · Vault Installation	5,049		33,021		
5400.6 · Out of District Fee	1,148		7,117		
5400.7 · Transfer Fees	0		450		
5400.8 · Payment Plan Contract Fees	185		4,189		
5400.9 · Disinterment	0		-2,300		
5400.10 · Saturday Service Fee	0		8,000		
5400.11 · Add On Packages	0		295		
5400 · Charges for Current Services - Other	0	66,667	0	400,000	800,000
Total 5400 · Charges for Current Services	55,111	66,667	441,073	400,000	800,000
5450 · Concrete Base Sales	6,000	6,667	26,700	40,000	80,000
5460 · Vault Sales	13,782	14,583	68,428	87,502	175,000
5470 · Vase Sales	70		310		
5805 · Misc. Revenue	1,475	2,083	8,585	12,502	25,000
5833 · Grant Revenue	0	0	0	0	0
5834 · Restitution	0	50	0	300	600
5835 · Other Revenue	0	208	0	1,250	2,500
5860 · Interest Income	0		1,356		
Total Income	201,445	143,757	672,869	862,556	1,725,100

Tulare Public Cemetery District
Profit & Loss Budget Performance
December 2023

	Dec 23	Budget	Jul - Dec 23	YTD Budget	Annual Budget
Cost of Goods Sold					
5900 · Concrete Base for Headstones	6,000	6,667	26,700	40,000	80,000
5901 · Vault Costs	6,002	5,833	29,798	35,000	70,000
5905 · Vase Costs	0	0	0	0	0
5908 · Emblem for Urn Costs	0	0	0	0	0
5915 · Miscellaneous Service Supplies	34	83	148	500	1,000
Total COGS	12,036	12,583	56,646	75,500	151,000
Gross Profit	189,409	131,174	616,223	787,056	1,574,100
Expense					
6000 · Payroll and Employee Benefits					
6001 · Regular Payroll	34,863	45,917	229,638	275,500	551,000
6002 · Overtime	1,462	1,667	7,272	10,000	20,000
6004 · Health Insurance Benefits	-41	9,000	37,931	54,000	108,000
6005 · Extra Help	1,947	2,417	24,871	14,500	29,000
6008 · Directors Fees	200	250	1,250	1,500	3,000
6011 · Retirement-SD Portion	2,806	3,667	21,645	22,000	44,000
6012 · Social Security and Medicare	3,224	3,667	18,649	22,000	44,000
6015 · Workers Compensation Ins	2,660	2,667	15,962	16,000	32,000
6016 · Unemployment Ins.	23	292	512	1,750	3,500
6017 · PTO Accrued Payout	3,009	1,313	9,571	7,875	15,750
6018 · Other	0	167	0	1,000	2,000
6000 · Payroll and Employee Benefits - Other	0	0	0	0	0
Total 6000 · Payroll and Employee Benefits	50,154	71,021	367,301	426,125	852,250
7003 · County Tax Admin Fees					
70031 · Finance Charges / Fees	167		313		
7003 · County Tax Admin Fees - Other	2,479	500	2,479	3,000	6,000
Total 7003 · County Tax Admin Fees	2,646	500	2,791	3,000	6,000
7004 · Clothing and Personal Supplies					
70042 · PPE - Personal Protective Equip	119		630		
70043 · First Aid Supplies	427		1,653		
7004 · Clothing and Personal Supplies - Other	0	500	291	3,000	6,000
Total 7004 · Clothing and Personal Supplies	546	500	2,575	3,000	6,000
7005 · Telecommunications					
70051 · Internet	161		874		
70052 · Phone Lines	166		2,278		
70053 · Tablet	24		228		
7005 · Telecommunications - Other	0	625	1,025	3,750	7,500
Total 7005 · Telecommunications	351	625	4,405	3,750	7,500

Tulare Public Cemetery District
Profit & Loss Budget Performance
December 2023

	Dec 23	Budget	Jul - Dec 23	YTD Budget	Annual Budget
7006 · Vaults and Liners	0	0	292	0	0
7008 · Freight/Delivery Fees	0	83	174	500	1,000
7009 · Household Supplies	0	208	174	1,250	2,500
7010 · Insurance					
70101 · General Liability Insurance	3,103		18,617		
70102 · Property Insurance	301		1,805		
70103 · Auto Insurance	0		5		
70104 · Mobile Equipment Insurance	0		1,777		
70105 · Crime/Bond Insurance	0		195		
70106 · Cyber Liability Contribution	0		385		
7010 · Insurance - Other	0	3,600	0	21,602	43,205
Total 7010 · Insurance	3,404	3,600	22,783	21,602	43,205
7011 · Concrete Base for Headstones	0	0	0	0	0
7025 · Mileage Reimbursement Expense	0	83	165	500	1,000
7030 · Maintenance and Repairs					
70200 · Repair & Main. - KERN Equipment	1,631		5,486		
70201 · Equipment & Supplies for Servic	0		7,897		
70203 · Diesel KERN for Equipment	0		1,889		
70204 · Unleaded - KERN Fuel for Equip	0		1,045		
70205 · Unleaded - North Fuel Equip	0		383		
70206 · Repair & Main. -North Equipment	0		3,180		
70207 · Diesel NORTH for Equipment	553		1,135		
70209 · Sprinkler NORTH Repairs/Supply	0		99		
70210 · Tools -KERN Ground Maintenance	0		154		
70211 · Repair & Main.-KERN Location	0		244		
70213 · Fence Repairs NORTH J and Maint	2,844		3,279		
70215 · Tools - North Ground Maintenan	0		231		
70300 · Repair & Main. - Outside KERN	481		1,010		
70301 · Safety Supplies & Compliance	194		194		
70302 · Cleaning Supplies	0		377		
70305 · Repair & Main. - Headstones/Con	0		4,650		
70307 · Repair & Maint.-Outside North	386		2,952		
70308 · Weed Control Spray for Grounds	0		497		
70309 · Sprinkler KERN Repairs/Supplies	0		2,874		
70311 · Landscaping -flowers, trees, ba	658		11,677		
70400 · Repair & Main. - Building Kern	0		2,755		
70401 · Pest Control	100		550		
70402 · Repair & Main. North Building	0		2,131		
7030 · Maintenance and Repairs - Other	5,511	13,750	6,558	82,500	165,000
Total 7030 · Maintenance and Repairs	12,357	13,750	61,246	82,500	165,000

Tulare Public Cemetery District
Profit & Loss Budget Performance
December 2023

	Dec 23	Budget	Jul - Dec 23	YTD Budget	Annual Budget
7036 · Office Supplies and Expense					
61000 · Copier/Equipment Lease	210		1,838		
61001 · Water / Breakroom Supplies	0		1,565		
62000 · Office Supplies	865		4,786		
63000 · Computer Repairs and Expense	0		135		
65000 · Software Programs/ Website	1,433		6,001		
66100 · Plotbox Software Project	0		4,050		
7036 · Office Supplies and Expense - Other	616	3,792	2,472	22,750	45,500
Total 7036 · Office Supplies and Expense	3,125	3,792	20,848	22,750	45,500
7037 · Marketing	0	417	0	2,500	5,000
7039 · Miscellaneous	1,099	208	1,144	1,250	2,500
7040 · Bank Fees	45		225		
7043 · Professional Fees					
68100 · Accounting	2,343		10,918		
68201 · Employment - Background/Drug Sc	0		45		
68300 · Legal	813		8,112		
7043 · Professional Fees - Other	0	3,875	0	23,250	46,500
Total 7043 · Professional Fees	3,156	3,875	19,076	23,250	46,500
7045 · Security					
7406 · SECURITY NORTH	2,905		9,018		
7045 · Security - Other	0	1,833	4,351	11,000	22,000
Total 7045 · Security	2,905	1,833	13,369	11,000	22,000
7059 · Publications and Legal Notices					
70591 · Membership Dues	3,391		4,021		
7059 · Publications and Legal Notices - Other	0	417	0	2,500	5,000
Total 7059 · Publications and Legal Notices	3,391	417	4,021	2,500	5,000
7073 · Training / Education	63	417	456	2,500	5,000
7074 · Transportation and Travel					
70742 · Meal/Food Reimbursement	0		252		
7074 · Transportation and Travel - Other	0	333	689	2,000	4,000
Total 7074 · Transportation and Travel	0	333	940	2,000	4,000

Tulare Public Cemetery District
Profit & Loss Budget Performance
December 2023

	Dec 23	Budget	Jul - Dec 23	YTD Budget	Annual Budget
7081 · Utilties					
77100 · SCE KERN ELECTRIC	0		3,136		
77101 · SCE ELECTRIC NORTH	0		6,112		
77300 · Water, Sewer	0		13,407		
779001 · Waste Disposal North	318		3,236		
79000 · Waste Disposal Kern	0		2,601		
7081 · Utilties - Other	0	6,250	0	37,500	75,000
Total 7081 · Utilties	318	6,250	28,492	37,500	75,000
7090 · Vehicle Expense	0	8	0	50	100
7425 · Taxes	1,144	250	1,144	1,500	3,000
8000 · Land	0	0	0	0	0
8001 · Graves Repurchase	2,000	1,667	16,000	10,000	20,000
8002 · Niches	0	4,167	0	25,000	50,000
8100 · Building and Improvements	0	4,167	0	25,000	50,000
8300 · Equipment	0	4,167	0	25,000	50,000
7432 · Appropriation for Contingencies	0	8,837	0	53,023	106,045
Total Expense	86,703	131,175	567,622	787,050	1,574,100
Net Ordinary Income	102,706	-1	48,601	6	0
Other Income/Expense					
Other Income					
9100 · Endowment - 773					
9101 · Endowment Revenue -Current Serv	8,046	8,333	61,515	50,000	100,000
9102 · Interest Income - Endowment 773	14,441	3,750	27,846	22,500	45,000
Total 9100 · Endowment - 773	22,487	12,083	89,361	72,500	145,000
9200 · Fund for Future Expansion - 807					
9201 · Rent and Concessions - 807	0	1,083	13,000	6,500	13,000
9203 · Interest Income - 807	1,492	167	2,794	1,000	2,000
9204 · Current Services Admin (807)	4,350	2,000	33,829	12,000	24,000
Total 9200 · Fund for Future Expansion - 807	5,842	3,250	49,623	19,500	39,000
9300 · Unreserved Funds - 817					
9301 · Interest Income - 817	2,009	292	3,897	1,750	3,500
Total 9300 · Unreserved Funds - 817	2,009	292	3,897	1,750	3,500

Tulare Public Cemetery District
Profit & Loss Budget Performance
December 2023

	Dec 23	Budget	Jul - Dec 23	YTD Budget	Annual Budget
9400 · Pre Need - 886					
5400.6P · PreNeed Vault Sales	600		16,596		
9401 · Interest Income - 886	1,311	150	2,124	900	1,800
Total 9400 · Pre Need - 886	1,911	150	18,720	900	1,800
9900 · Other Income					
9901 · CD Interest	0	292	0	1,750	3,500
Total 9900 · Other Income	0	292	0	1,750	3,500
Total Other Income	32,248	16,067	161,600	96,400	192,800
Net Other Income	32,248	16,067	161,600	96,400	192,800
Net Income	134,954	16,066	210,201	96,406	192,800

Reconciliation Detail

10150 · Bank of The Sierra - CHK ACCT, Period Ending 12/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						53,723.18
Cleared Transactions						
Checks and Payments - 44 items						
Bill Pmt -Check	11/01/2023	4185	Reed Shaffer	√	-220.00	-220.00
Bill Pmt -Check	11/28/2023	4204	Barnes Memorials	√	-5,600.00	-5,820.00
Bill Pmt -Check	11/28/2023	4203	West Coast Sand & Gravel Inc.	√	-3,419.62	-9,239.62
Bill Pmt -Check	11/28/2023	4205	Barnes Memorials	√	-3,200.00	-12,439.62
Check	11/28/2023	EFT	AT & T Mobility	√	-269.45	-12,709.07
Check	11/28/2023	EFT	AT & T Mobility	√	-264.14	-12,973.21
Bill Pmt -Check	11/29/2023	EFT	CALPERS	√	-2,618.11	-15,591.32
Check	12/01/2023	4206		√	-5,846.31	-21,437.63
Check	12/01/2023	4207		√	-633.77	-22,071.40
Bill Pmt -Check	12/01/2023	EFT	Waste Management/USA Waste	√	-318.28	-22,389.68
Check	12/01/2023	EFT	Paychex of New York LLC	√	-248.00	-22,637.68
Bill Pmt -Check	12/04/2023	EFT	Lowe's	√	-29.00	-22,666.68
Check	12/08/2023	4208		√	-2,255.51	-24,922.19
Check	12/08/2023	4214		√	-1,151.62	-26,073.81
Check	12/08/2023	4209		√	-289.42	-26,363.23
Bill Pmt -Check	12/12/2023	EFT	AT &T Internet	√	-70.00	-26,433.23
Check	12/14/2023	EFT	Paychex of New York LLC	√	-11,957.27	-38,390.50
Check	12/14/2023	EFT	Paychex of New York LLC	√	-345.40	-38,735.90
Check	12/15/2023	EFT	Paychex of New York LLC	√	-5,152.29	-43,888.19
Bill Pmt -Check	12/19/2023	EFT	CALPERS	√	-2,781.62	-46,669.81
Check	12/19/2023	EFT	AT & T Mobility	√	-263.38	-46,933.19
Bill Pmt -Check	12/20/2023	4230	Employ America -Social Voc Services	√	-3,035.00	-49,968.19
Bill Pmt -Check	12/20/2023	4245	Tulare County Counsel	√	-2,186.20	-52,154.39
Bill Pmt -Check	12/20/2023	4229	Element Security Solutions, Inc.	√	-1,985.25	-54,139.64
Bill Pmt -Check	12/20/2023	EFT	City of Tulare	√	-1,696.64	-55,836.28
Bill Pmt -Check	12/20/2023	4226	Christy Vault Co, Inc.	√	-1,547.00	-57,383.28
Bill Pmt -Check	12/20/2023	4224	California Busniness Machines	√	-1,536.90	-58,920.18
Bill Pmt -Check	12/20/2023	4223	CAL Turf Equipment & Supply Inc.	√	-1,361.74	-60,281.92
Bill Pmt -Check	12/20/2023	4234	Kenny Ruffa Construction	√	-1,349.00	-61,630.92
Bill Pmt -Check	12/20/2023	4235	LABORMAX STAFFING	√	-1,045.79	-62,676.71
Bill Pmt -Check	12/20/2023	EFT	Southern California Edison	√	-932.07	-63,608.78
Bill Pmt -Check	12/20/2023	4228	Clara L Bernardo	√	-229.37	-63,838.15
Bill Pmt -Check	12/20/2023	4236	Leaf	√	-210.36	-64,048.51
Bill Pmt -Check	12/20/2023	4243	Res Com Pest Control	√	-150.00	-64,198.51
Bill Pmt -Check	12/20/2023	4231	Ewing Irrigation Products Inc.	√	-105.47	-64,303.98
Bill Pmt -Check	12/20/2023	4241	Petty Cash	√	-94.99	-64,398.97
Bill Pmt -Check	12/20/2023	4238	Morris Levin & Son	√	-32.45	-64,431.42
Bill Pmt -Check	12/26/2023	EFT	AT & T Phone's	√	-256.96	-64,688.38
Check	12/27/2023	EFT	AT & T Mobility	√	-649.93	-65,338.31
Check	12/28/2023	EFT	Intuit	√	-550.00	-65,888.31
Check	12/29/2023	EFT	Paychex of New York LLC	√	-12,558.60	-78,446.91
Check	12/29/2023	EFT	Paychex of New York LLC	√	-3,307.55	-81,754.46
Check	12/29/2023	EFT	Paychex of New York LLC	√	-123.69	-81,878.15
Check	12/29/2023	EFT	Positive Pay - Bank of Sierra	√	-45.00	-81,923.15
Total Checks and Payments					-81,923.15	-81,923.15
Deposits and Credits - 10 items						
Deposit	12/01/2023			√	15,000.00	15,000.00
Bill Pmt -Check	12/12/2023	4218	AT &T Internet	√	0.00	15,000.00
Deposit	12/15/2023			√	14,000.00	29,000.00
Bill Pmt -Check	12/20/2023	4221	AT & T Mobility	√	0.00	29,000.00
Deposit	12/28/2023			√	2,105.00	31,105.00
Deposit	12/28/2023			√	5,225.09	36,330.09
Deposit	12/28/2023			√	21,045.79	57,375.88
Total Deposits and Credits					57,375.88	57,375.88

10150 · Bank of The Sierra - CHK ACCT, Period Ending 12/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Total Cleared Transactions					-24,547.27	-24,547.27
Cleared Balance					-24,547.27	29,175.91
Uncleared Transactions						
Checks and Payments - 13 items						
Check	12/12/2023	4219	Natalie Alberti		-30.00	-30.00
Bill Pmt -Check	12/20/2023	4220	Andy Hinojosa III CPA		-1,205.00	-1,235.00
Bill Pmt -Check	12/20/2023	4244	Shelby Fidler		-755.00	-1,990.00
Bill Pmt -Check	12/20/2023	4225	CAPC - Calif Assoc of Public Cemeteries		-730.00	-2,720.00
Bill Pmt -Check	12/20/2023	4233	Home Depot Cedit Services		-571.33	-3,291.33
Bill Pmt -Check	12/20/2023	4227	Cintas First Aid Safety		-315.99	-3,607.32
Bill Pmt -Check	12/20/2023	4242	Public Cemetery Alliance		-300.00	-3,907.32
Bill Pmt -Check	12/20/2023	4240	Pacific Employers		-297.00	-4,204.32
Bill Pmt -Check	12/20/2023	4222	Boot Barn, Inc.		-277.64	-4,481.96
Bill Pmt -Check	12/20/2023	4232	Giotto's Alarm Tech, INC.		-270.00	-4,751.96
Bill Pmt -Check	12/20/2023	4239	Office Depot		-264.95	-5,016.91
Bill Pmt -Check	12/20/2023	4237	Lowe's		-62.99	-5,079.90
Bill Pmt -Check	12/29/2023	4247	PLOTBOX INC		-1,350.00	-6,429.90
Total Checks and Payments					-6,429.90	-6,429.90
Total Uncleared Transactions					-6,429.90	-6,429.90
Register Balance as of 12/31/2023					-30,977.17	22,746.01

10500 · Cash in Treasury (772), Period Ending 12/31/2023

	Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance							128,952.66
Cleared Transactions							
Checks and Payments - 6 items							
	Invoice	11/21/2023	14936	TULARE COUNTY PVQ	√	-15,000.00	-15,000.00
	Invoice	12/06/2023	14962	TULARE COUNTY PVQ	√	-14,000.00	-29,000.00
	General Journal	12/13/2023	ah-259		√	-2,478.50	-31,478.50
	Invoice	12/18/2023	14955	TULARE COUNTY PVQ	√	-21,045.79	-52,524.29
	Invoice	12/18/2023	14956	TULARE COUNTY PVQ	√	-5,225.09	-57,749.38
	Invoice	12/18/2023	14957	TULARE COUNTY PVQ	√	-2,105.00	-59,854.38
Total Checks and Payments						-59,854.38	-59,854.38
Deposits and Credits - 17 items							
	Transfer	12/01/2023			√	1,150.00	1,150.00
	Transfer	12/01/2023			√	15,050.46	16,200.46
	Transfer	12/08/2023			√	3,983.34	20,183.80
	Transfer	12/08/2023			√	12,010.75	32,194.55
	Transfer	12/11/2023			√	1,150.00	33,344.55
	Transfer	12/11/2023			√	3,962.50	37,307.05
	General Journal	12/12/2023	ah-266		√	104.85	37,411.90
	General Journal	12/12/2023	ah-267		√	365.97	37,777.87
	General Journal	12/12/2023	ah-263		√	504.02	38,281.89
	General Journal	12/12/2023	ah-265		√	5,148.55	43,430.44
	General Journal	12/12/2023	ah-268		√	14,215.76	57,646.20
	General Journal	12/12/2023	ah-264		√	94,308.91	151,955.11
	Transfer	12/18/2023			√	20,461.60	172,416.71
	General Journal	12/19/2023	ah-261		√	4,243.00	176,659.71
	General Journal	12/19/2023	ah-260		√	4,715.00	181,374.71
	Transfer	12/22/2023			√	8,204.00	189,578.71
	General Journal	12/31/2023	ah-262		√	1,400.77	190,979.48
Total Deposits and Credits						190,979.48	190,979.48
Total Cleared Transactions						131,125.10	131,125.10
Cleared Balance						131,125.10	260,077.76
Uncleared Transactions							
Checks and Payments - 2 items							
	Invoice	12/18/2023	14958	TULARE COUNTY PVQ		-18,209.74	-18,209.74
	Invoice	12/18/2023	14958	TULARE COUNTY PVQ		-17,500.00	-35,709.74
Total Checks and Payments						-35,709.74	-35,709.74
Total Uncleared Transactions						-35,709.74	-35,709.74
Register Balance as of 12/31/2023						95,415.36	224,368.02

10600 · Endowment - Reserved (773), Period Ending 12/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,895,744.13
Cleared Transactions						
Deposits and Credits - 8 items						
Transfer	12/01/2023			√	393.00	393.00
Transfer	12/01/2023			√	1,379.00	1,772.00
Transfer	12/08/2023			√	1,179.00	2,951.00
Transfer	12/11/2023			√	393.00	3,344.00
Transfer	12/11/2023			√	393.00	3,737.00
Transfer	12/18/2023			√	1,779.00	5,516.00
Transfer	12/22/2023			√	1,351.00	6,867.00
General Journal	12/31/2023	ah-269		√	14,440.82	21,307.82
Total Deposits and Credits					21,307.82	21,307.82
Total Cleared Transactions					21,307.82	21,307.82
Cleared Balance					21,307.82	1,917,051.95
Register Balance as of 12/31/2023					21,307.82	1,917,051.95
Ending Balance					**21,307.82**	**1,917,051.95**

Reconciliation Detail

10700 · Cash in Expansion Account (807), Period Ending 12/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						196,992.71
Cleared Transactions						
Deposits and Credits - 9 items						
Transfer	12/01/2023			√	150.00	150.00
Transfer	12/01/2023			√	900.00	1,050.00
Transfer	12/08/2023			√	150.00	1,200.00
Transfer	12/08/2023			√	750.00	1,950.00
Transfer	12/11/2023			√	150.00	2,100.00
Transfer	12/11/2023			√	150.00	2,250.00
Transfer	12/18/2023			√	1,200.00	3,450.00
Transfer	12/22/2023			√	600.00	4,050.00
General Journal	12/31/2023	ah-270		√	1,491.93	5,541.93
Total Deposits and Credits					5,541.93	5,541.93
Total Cleared Transactions					5,541.93	5,541.93
Cleared Balance					5,541.93	202,534.64
Register Balance as of 12/31/2023					5,541.93	202,534.64
Ending Balance					5,541.93	202,534.64

Reconciliation Detail

10900 · Endowment - Unreserved (817), Period Ending 12/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						263,420.83
Cleared Transactions						
Deposits and Credits - 1 item						
General Journal	12/31/2023	ah-271		√	2,008.84	2,008.84
Total Deposits and Credits					2,008.84	2,008.84
Total Cleared Transactions					2,008.84	2,008.84
Cleared Balance					2,008.84	265,429.67
Register Balance as of 12/31/2023					2,008.84	265,429.67
Ending Balance					2,008.84	265,429.67

Reconciliation Detail

10950 · Pre-Need Payment Plan (886), Period Ending 12/31/2023

	Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance							173,729.78
Cleared Transactions							
Deposits and Credits - 12 items							
	Transfer	12/01/2023			√	1,705.51	1,705.51
	Transfer	12/01/2023			√	2,001.73	3,707.24
	Transfer	12/01/2023			√	2,363.00	6,070.24
	Transfer	12/05/2023			√	262.84	6,333.08
	Transfer	12/11/2023			√	2,063.00	8,396.08
	Transfer	12/11/2023			√	3,398.44	11,794.52
	Transfer	12/15/2023			√	161.37	11,955.89
	Transfer	12/18/2023			√	575.51	12,531.40
	Transfer	12/19/2023			√	1,400.00	13,931.40
	Transfer	12/22/2023			√	3,565.27	17,496.67
	Transfer	12/27/2023			√	105.00	17,601.67
	Transfer	12/31/2023			√	1,310.57	18,912.24
Total Deposits and Credits						18,912.24	18,912.24
Total Cleared Transactions						18,912.24	18,912.24
Cleared Balance						18,912.24	192,642.02
Register Balance as of 12/31/2023						18,912.24	192,642.02
Ending Balance						18,912.24	192,642.02

November 2023

BANK OF THE SIERRA

Bank of the Sierra Homepage

Date 11/30/23 Page 1

Tulare Public Cemetery District
900 E Kern Ave
Tulare CA 93274

CHECKING ACCOUNT

Public Demand		Number of Enclosures	36
Account Number	XXXXXX7367	Statement Dates	11/01/23 thru 11/30/23
Previous Balance	61,138.88	Days in the statement period	30
8 Deposits/Credits	96,545.30	Average Ledger	75,406.51
60 Checks/Debits	104,494.59	Average Collected	75,406.51
Service Charge	.00		
Interest Paid	.00		
Ending Balance	53,189.59		

DEPOSITS AND CREDITS

Date	Description	Amount
11/03	VENDR PYMT COUNTY OF TULARE CCD	4,892.70
11/03	VENDR PYMT COUNTY OF TULARE CCD	32,545.62
11/10	VENDR PYMT COUNTY OF TULARE CCD	1,673.38
11/10	VENDR PYMT COUNTY OF TULARE CCD	6,000.00
11/10	VENDR PYMT COUNTY OF TULARE CCD	9,389.79
11/17	VENDR PYMT COUNTY OF TULARE CCD	4,999.90
11/17	VENDR PYMT COUNTY OF TULARE CCD	12,795.03
11/17	VENDR PYMT COUNTY OF TULARE CCD	24,248.88

OTHER DEBITS

Date	Description	Amount
11/02	GARNISH PAYCHEX CGS CCD	451.45-

BANK OF THE SIERRA

Bank of the Sierra Homepage

Public Demand XXXXXX7367 (Continued)

OTHER DEBITS

Date	Description		Amount
11/02	TAXES CCD	PAYCHEX TPS	4,630.52-
11/02	PAYROLL CCD	PAYCHEX INC.	12,614.42-
11/03	INVOICE CCD	PAYCHEX EIB	248.00-
11/13	DIRECTPAY CCD	SO CAL EDISON CO	1,156.97-
11/14	Payment PPD	ATT	70.00-
11/17	GARNISH CCD	PAYCHEX CGS	240.00-
11/17	TAXES CCD	PAYCHEX TPS	4,088.06-
11/17	PAYROLL CCD	PAYCHEX INC.	11,323.40-
11/20	INVOICE CCD	PAYCHEX EIB	302.20-
11/20	Payment PPD	ATT	525.42-
11/20	Utilities PPD	City of Tulare	2,916.93-
11/22	INTERNET WEB NORTH TULARE PUBLIC CE	WASTE MANAGEMENT	318.28-
11/28	Payment PPD	ATT	264.14-
11/28	Payment PPD	ATT	269.45-
11/29	1900 CCD	CALPERS	200.00-
11/29	3100 CCD	CALPERS	329.62-
11/29	3100 CCD	CALPERS	329.62-
11/29	3100 CCD	CALPERS	2,532.71-
11/29	3100 CCD	CALPERS	2,611.55-
11/30	Payee Positive Pay		45.00-
11/30	GARNISH CCD	PAYCHEX CGS	123.69-
11/30	TAXES CCD	PAYCHEX TPS	3,830.57-
11/30	PAYROLL CCD	PAYCHEX INC.	13,193.65-

BANK OF THE SIERRA

Bank of the Sierra Homepage

Date 11/30/23 Page 3

Public Demand XXXXXX7367 (Continued)

CHECKS IN NUMERICAL ORDER

Date	Check No	Amount	Date	Check No	Amount
11/07	4139	1,350.00	11/09	4190	210.36
11/07	4145*	1,350.00	11/07	4191	61.85
11/07	4147*	1,350.00	11/07	4192	470.69
11/01	4167*	473.00	11/16	4193	6,000.00
11/03	4174*	1,748.88	11/20	4194	196.00
11/09	4175	1,093.05	11/21	4195	1,457.73
11/10	4176	455.55	11/20	4196	1,958.00
11/07	4177	1,619.00	11/22	4197	225.74
11/14	4178	383.20	11/27	4198	237.34
11/08	4179	68.28	11/30	4199	1,748.88
11/10	4180	8,296.74	11/24	4200	494.81
11/06	4181	1,620.00	11/20	4201	100.00
11/14	4182	47.93	11/20	4202	819.72
11/30	4183	165.45	11/17	4210*	1,256.71
11/17	4184	1,350.00	11/27	4211	874.44
11/07	4186*	100.00	11/29	4212	480.00
11/14	4187	533.20	11/24	4213	1,303.76
11/15	4189*	542.20	11/03	10679*	1,436.43

* Denotes missing check numbers

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance	Date	Balance
11/01	60,665.88	11/10	75,992.15	11/21	82,768.29
11/02	42,969.49	11/13	74,835.18	11/22	82,224.27
11/03	76,974.50	11/14	73,800.85	11/24	80,425.70
11/06	75,354.50	11/15	73,258.65	11/27	79,313.92
11/07	69,052.96	11/16	67,258.65	11/28	78,780.33
11/08	68,984.68	11/17	91,044.29	11/29	72,296.83
11/09	67,681.27	11/20	84,226.02	11/30	53,189.59

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December
2023

BANK OF THE SIERRA

Bank of the Sierra Homepage

Date 12/29/23 Page 1

Tulare Public Cemetery District
900 E Kern Ave
Tulare CA 93274

CHECKING ACCOUNT

Public Demand		Number of Enclosures	23
Account Number	XXXXXX7367	Statement Dates	12/01/23 thru 12/31/23
Previous Balance	53,189.59	Days in the statement period	31
5 Deposits/Credits	57,375.88	Average Ledger	40,046.59
45 Checks/Debits	81,389.56	Average Collected	40,046.59
Service Charge	.00		
Interest Paid	.00		
Ending Balance	29,175.91		

DEPOSITS AND CREDITS

Date	Description	Amount
12/01	VENDR PYMT COUNTY OF TULARE CCD	15,000.00
12/15	VENDR PYMT COUNTY OF TULARE CCD	14,000.00
12/29	VENDR PYMT COUNTY OF TULARE CCD	2,105.00
12/29	VENDR PYMT COUNTY OF TULARE CCD	5,225.09
12/29	VENDR PYMT COUNTY OF TULARE CCD	21,045.79

OTHER DEBITS

Date	Description	Amount
12/01	INVOICE PAYCHEX EIB CCD	248.00-
12/01	3100 CALPERS CCD	329.62-
12/01	3100 CALPERS CCD	2,288.49-
12/06	SYF PAYMNT Lowes BRC CCD	29.00-

BANK OF THE SIERRA

Bank of the Sierra Homepage

Date 12/29/23 Page 2

Public Demand XXXXXX7367 (Continued)

OTHER DEBITS

Date	Description		Amount
12/13	Payment PPD	ATT	70.00-
12/13	DIRECTPAY CCD	SO CAL EDISON CO	932.07-
12/14	PAYROLL CCD	PAYCHEX INC.	11,957.27-
12/15	GARNISH CCD	PAYCHEX CGS	123.69-
12/15	TAXES CCD	PAYCHEX TPS	5,028.60-
12/18	INVOICE CCD	PAYCHEX EIB	345.40-
12/19	Payment PPD	ATT	263.38-
12/19	Utilities PPD	City of Tulare	1,696.64-
12/20	3100 CCD	CALPERS	328.58-
12/20	3100 CCD	CALPERS	2,453.04-
12/22	INTERNET WEB NORTH TULARE PUBLIC CE	WASTE MANAGEMENT	318.28-
12/27	Payment PPD	ATT	256.96-
12/27	Payment PPD	ATT	649.93-
12/28	Payroll CCD	INTUIT *	550.00-
12/29	Payee Positive Pay		45.00-
12/29	GARNISH CCD	PAYCHEX CGS	123.69-
12/29	TAXES CCD	PAYCHEX TPS	3,307.55-
12/29	PAYROLL CCD	PAYCHEX INC.	12,558.60-

CHECKS IN NUMERICAL ORDER

Date	Check No	Amount	Date	Check No	Amount
12/19	4185	220.00	12/08	4208	2,255.51
12/04	4203*	3,419.62	12/11	4209	289.42
12/04	4204	5,600.00	12/11	4214*	1,151.62
12/04	4205	3,200.00	12/29	4223*	1,361.74
12/05	4206	5,846.31	12/28	4224	1,536.90
12/04	4207	633.77	12/27	4226*	1,547.00

* Denotes missing check numbers

BANK OF THE SIERRA

Bank of the Sierra Homepage

Date 12/29/23 Page 3

Public Demand XXXXXX7367 (Continued)

CHECKS IN NUMERICAL ORDER

Date	Check No	Amount	Date	Check No	Amount
12/22	4228*	229.37	12/29	4236	210.36
12/28	4229	1,985.25	12/27	4238*	32.45
12/28	4230	3,035.00	12/29	4241*	94.99
12/28	4231	105.47	12/27	4243*	150.00
12/29	4234*	1,349.00	12/29	4245*	2,186.20
12/28	4235	1,045.79			

* Denotes missing check numbers

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance	Date	Balance
12/01	65,323.48	12/13	41,896.16	12/22	32,931.91
12/04	52,470.09	12/14	29,938.89	12/27	30,295.57
12/05	46,623.78	12/15	38,786.60	12/28	22,037.16
12/06	46,594.78	12/18	38,441.20	12/29	29,175.91
12/08	44,339.27	12/19	36,261.18		
12/11	42,898.23	12/20	33,479.56		

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CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 11/16/23: $15,651.46

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	15,651.46
CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	15,651.46
TOTAL MANUAL CHECKS/UPDATES	1,256.71
CASH REQUIRED BEFORE REMAINING D / W / L	16,908.17
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	1,170.05
CASH REQUIRED FOR CHECK DATE 11/16/23	18,078.22

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex **at or after 12:01 A.M.** on transaction date.*

23/42

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
11/17/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Direct Deposit	Net Pay Allocations	11,323.40	11,323.40
11/17/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Garnishment	Employee Deductions	240.00	240.00
11/17/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Taxpay®	Employee Withholdings		
				Social Security	1,048.40	
				Medicare	245.20	
				Fed Income Tax	1,054.80	
				CA Income Tax	314.14	
				CA Disability	152.19	
				Total Withholdings	2,814.73	
				Employer Liabilities		
				Social Security	1,032.89	
				Medicare	241.56	
				CA Disability	-1.12	4,088.06
				Total Liabilities	1,273.33	
					EFT FOR 11/17/23	15,651.46
					TOTAL EFT	15,651.46

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 11/16/23: $15,651.46

MANUAL CHECKS/UPDATES - *These amounts are for previously calculated checks that were issued by you. You may have already deducted these funds from your account.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
11/16/23	Refer to your records for account Information		Payroll	Check Amounts	1,256.71	
				TOTAL MANUAL CHECKS/UPDATES		**1,256.71**

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
11/16/23	Refer to your records for account Information		Payroll	Employee Deductions		
				CALPERS EE Share	1,149.77	
				Pre Tax Health	20.28	
				Total Deductions	1,170.05	
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES		**1,170.05**

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - *This information serves as a record of payment.*

24/42

DUE DATE	PRODUCT	DESCRIPTION	
11/22/23	Taxpay®	FED IT PMT Group	3,622.85
11/22/23	Taxpay®	CA IT PMT Group	992.00

Period Start - End Date 10/29/23 - 11/11/23
Check Date 11/16/23

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 12/01/23: $17,147.91

MPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	17,147.91
CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	17,147.91
TOTAL MANUAL CHECKS/UPDATES	1,303.76
CASH REQUIRED BEFORE REMAINING D / W / L	18,451.67
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	1,272.64
CASH REQUIRED FOR CHECK DATE 12/01/23	19,724.31

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex* ***at or after 12:01 A.M.*** *on transaction date.*

25/42

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
11/30/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Direct Deposit	Net Pay Allocations	13,193.65	13,193.65
11/30/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Garnishment	Employee Deductions	123.69	123.69
11/30/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Taxpay®	Employee Withholdings		
				Social Security	1,125.36	
				Medicare	263.20	
				Fed Income Tax	712.53	
				CA Income Tax	157.30	
				CA Disability	164.49	
				Total Withholdings	2,422.88	
				Employer Liabilities		
				Social Security	1,140.90	
				Medicare	266.79	
				Total Liabilities	1,407.69	3,830.57
					EFT FOR 11/30/23	**17,147.91**
					TOTAL EFT	**17,147.91**

Period Start - End Date 11/12/23 - 11/25/23
Check Date 12/01/23

CASH REQUIREMENTS

:ASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 12/01/23: $17,147.91

MANUAL CHECKS/UPDATES - *These amounts are for previously calculated checks that were issued by you. You may have already deducted these funds from your account.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
12/01/23	Refer to your records for account	Information	Payroll	Check Amounts	1,303.76	
				TOTAL MANUAL CHECKS/UPDATES		**1,303.76**

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
12/01/23	Refer to your records for account	Information	Payroll	Employee Deductions		
				CALPERS EE Share	1,232.08	
				Pre Tax Health	40.56	
				Total Deductions	**1,272.64**	
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES		**1,272.64**

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - *This information serves as a record of payment.*

26/42

DUE DATE	PRODUCT	DESCRIPTION	
12/06/23	Taxpay®	FED IT PMT Group	3,508.78

Period Start - End Date 11/12/23 - 11/25/23
Check Date 12/01/23

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 12/14/23: $17,109.56

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	17,109.56
CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	**17,109.56**
TOTAL MANUAL CHECKS/UPDATES	10,176.63
CASH REQUIRED BEFORE REMAINING D / W / L	27,286.19
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	1,182.66
CASH REQUIRED FOR CHECK DATE 12/14/23	28,468.85

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex **at or after 12:01 A.M.** on transaction date.*

27/42

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
12/14/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Direct Deposit	Net Pay Allocations	11,957.27	11,957.27
					EFT FOR 12/14/23	**11,957.27**
12/15/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Garnishment	Employee Deductions	123.69	123.69
12/15/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Taxpay®	Employee Withholdings		
				Social Security	1,637.16	
				Medicare	382.84	
				Fed Income Tax	526.07	
				CA Income Tax	224.85	
				CA Disability	214.63	
				Total Withholdings	**2,985.55**	
				Employer Liabilities		
				Social Security	1,637.14	
				Medicare	382.89	
				CA Disability	23.02	
				Total Liabilities	**2,043.05**	5,028.60
					EFT FOR 12/15/23	**5,152.29**
					TOTAL EFT	**17,109.56**

Period Start - End Date 11/26/23 - 12/09/23
Check Date 12/14/23

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 12/14/23: $17,109.56

MANUAL CHECKS/UPDATES - *These amounts are for previously calculated checks that were issued by you. You may have already deducted these funds from your account.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
12/14/23	Refer to your records for account	Information	Payroll	Check Amounts	10,176.63	
				TOTAL MANUAL CHECKS/UPDATES		**10,176.63**

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
12/14/23	Refer to your records for account	Information	Payroll	Employee Deductions		
				CALPERS EE Share	1,162.38	
				Pre Tax Health	20.28	
				Total Deductions	**1,182.66**	
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES		**1,182.66**

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - *This information serves as a record of payment.*

28/42

DUE DATE	PRODUCT	DESCRIPTION	
12/20/23	Taxpay®	FED IT PMT Group	4,566.10

Period Start - End Date 11/26/23 - 12/09/23
Check Date 12/14/23

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 12/29/23: $15,989.84

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	15,989.84
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	**15,989.84**
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	970.56
	CASH REQUIRED FOR CHECK DATE 12/29/23	16,960.40

TRANSACTION DETAIL

29/42

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex **at or after 12:01 A.M.** on transaction date.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
12/29/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Direct Deposit	Net Pay Allocations	12,558.60	12,558.60
12/29/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Garnishment	Employee Deductions	123.69	123.69
12/29/23	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Taxpay®	Employee Withholdings		
				Social Security	975.65	
				Medicare	228.19	
				Fed Income Tax	627.06	
				CA Income Tax	131.18	
				CA Disability	141.63	
				Total Withholdings	2,103.71	
				Employer Liabilities		
				Social Security	975.66	
				Medicare	228.18	
				Total Liabilities	1,203.84	3,307.55
					EFT FOR 12/29/23	**15,989.84**
					TOTAL EFT	**15,989.84**

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
12/29/23	Refer to your records for account Information		Payroll	Employee Deductions		
				CALPERS EE Share	950.28	

Period Start - End Date 12/10/23 - 12/23/23
Check Date 12/29/23

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 12/29/23: $15,989.84

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.) - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
12/29/23	Refer to your records for account Information		Payroll	Employee Deductions (cont.)		
				Pre Tax Health	20.28	
				Total Deductions	970.56	
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES		**970.56**

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - *This Information serves as a record of payment.*

DUE DATE	PRODUCT	DESCRIPTION	
01/04/24	Taxpay®	FED IT PMT Group	3,034.74
01/04/24	Taxpay®	CA IT PMT Group	1,057.10

30/42

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 01/12/24: $15,230.42

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	15,230.42
CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	15,230.42
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	978.38
CASH REQUIRED FOR CHECK DATE 01/12/24	16,208.80

TRANSACTION DETAIL

31/42

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex* ***at or after 12:01 A.M.*** *on transaction date.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
01/12/24	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Direct Deposit	Net Pay Allocations	11,539.27	11,539.27
01/12/24	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Garnishment	Employee Deductions	123.69	123.69
01/12/24	BANK OF THE SIERRA	xxxxxxxxxxxxxx367	Taxpay®	Employee Withholdings		
				Social Security	893.80	
				Medicare	209.02	
				Fed Income Tax	460.73	
				CA Income Tax	93.80	
				CA Disability	158.59	
				Total Withholdings	1,815.94	
				Employer Liabilities		
				Social Security	893.80	
				Medicare	209.02	
				Fed Unemploy	86.49	
				CA Unemploy	547.80	
				CA Emp Train	14.41	
				Total Liabilities	1,751.52	3,567.46
					EFT FOR 01/12/24	**15,230.42**
					TOTAL EFT	**15,230.42**

EMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
01/12/24	Refer to your records for account Information		Payroll	Employee Deductions		
				CALPERS EE Share	936.99	

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 01/12/24: $15,230.42

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.) - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
01/12/24	Refer to your records for account Information		Payroll	Employee Deductions (cont.)		
				Pre Tax Health	41.39	
				Total Deductions	978.38	
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES		978.38

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - *This information serves as a record of payment.*

DUE DATE	PRODUCT	DESCRIPTION	
01/18/24	Taxpay®	FED IT PMT Group	2,666.37

32/42

California Business Machines

Taking Care of Valley Businesses for Six Decades

Lease Option for:

February 13, 2024

2 Kyocera Systems   63-Month Term/FMV $360.17+TAX

MAINTENANCE AGREEMENT

TASKalfa 4054ci - Billed monthly in advance **$150.96** - Includes 2,400 BW and 2,400 COLOR copies/prints per month. Overages billed monthly in arrears BW @ $.0079 and COLOR @ $.055 per month.

OR COLOR Tier Program @ $.03 Simple Color, $.06 Business Color and $.09 Creative Color

TASKalfa MA4500ci (Desktop) – Billed monthly in advance for **$79.80** – Includes 600 BW and 1,200 COLOR Overages billed monthly in arrears BW @ ~~$.016~~ $.013 and COLOR @ ~~$.07~~ $.06 per month.

Above Maintenance Agreement includes all Labor, Parts, Service Calls and ALL Toner. Excludes Paper & Staples.

INCLUDES: SET-UP, DELIVERY, INSTALL, TRAINING, CUSTOM SURGE

New Monthly Lease w/Service ~~$526.05~~ $590.93

Current Monthly Lease $179.99 + Service Base $193.31 + overages $809.27 = $1,182.57

Approximate Monthly Savings ~~$114.74~~ $591.64

Above pricing does not include Sales Tax

NOTE:

CBM will pay the existing lease and ship back to leasing company at no additional cost

California Business Machines

Taking Care of Valley Businesses for Six Decades

TULARE PUBLIC CEMETERY

FEBRUARY 13, 2024

LEASING COMPANY

Leaf

63-Month Lease Term $179.99

Equipment: TASKalfa 508ci, Ecosys 2640idw & P5026cdw

Install Date: March 11, 2021
End of Lease: May 28, 2026

Location: Front Office

TASKalfa 508ci EQ#550848

Service $110.45

Includes 1,772 BW cpm & 1,200 Color cpm per month

BW overages 894 x $.012 $ 10.73

Color overages 5,943 x $.077 $457.61

Location: Claire's Office

ECOSYS P5026cdw EQ#51061

Service $48.33

Includes 500 BW and 187 Color prints per month

BW overages 149 x $.036 $ 5.36

Color overages 857 x $.166 $142.26

Location: Offsite EQ50644

ECOSYS M2640idw

Service $34.53

Includes 1,389 copies per month

No overages

California Business Machines

4260 N. Fresno Street Fresno, CA 93726-3115
P: 559-225-5570 F: 559-225-5827

CONTRACT INVOICE

Invoice Number: 342921
Invoice Date: 02/09/2024

Bill To: TULARE PUBLIC CEMETERY
900 E KERN AVE
TULARE, CA 93274

Customer: TULARE PUBLIC CEMETERY
900 E KERN AVE
TULARE, CA 93274

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
6865544	DUE BEG OF CONTRACT	02/09/2024	$ 842.57	$ 842.57

Invoice Remarks

Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
13032-01	Accounts Payable 559-686-5544	$ 809.27	account@tularecemet	03/11/2021	03/10/2026

Contract Remarks

FULL WITH TONER MAINTENANCE BILLED MONTHLY IN ADVANCE, M2640idw INCLUDES 1389 PRINTS PER MONTH, P5026cdw INCLUDES 500 B\W PRINTS AND 187 COLOR PRINTS PER MONTH, TA508ci INCLUDES 1772 B\W ANDF 1200 COLOR PRINTS PER MONTH. OVERAGES BILLED MONTHLY IN ARREARS. As long as electronic meter/toner monitoring program is installed and active, we will not charge shipping & handling on toner shipments. Sales tax will be applied to 50% of the MA billing representing the retail value of parts and supplies included.

Summary:

Contract base rate charge for the 02/11/2024 to 03/10/2024 billing period	$193.31 *
Contract overage charge for the 01/11/2024 to 02/10/2024 overage period	$615.96 **
*Sum of equipment base charges **See overage details below	$809.27

Detail:

Equipment included under this contract

Kyocera/M2640idw

Number	Serial Number	Base Charge	Location
EQ50644	VCM0910398	$34.53	TULARE PUBLIC CEMETERY 4462 NORTH J STREET TULARE, CA 93274

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B\W	B\W	2,131	2,258		127	1,389	0	$0.026000	$0.00
									$0.00

Kyocera/P5026cdw

Number	Serial Number	Base Charge	Location
EQ51061	VDT0Y07682	$48.33	TULARE PUBLIC CEMETERY 900 E KERN AVE TULARE, CA 93274

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B\W	B\W	26,845	27,494		649	500	149	$0.036000	$5.36
Color	COLOR	32,537	33,581		1,044	187	857	$0.166000	$142.26
									$147.62

Kyocera/TA 508ci

Number	Serial Number	Base Charge	Location
EQ50848	RLW0Y00379	$110.45	TULARE PUBLIC CEMETERY 900 E KERN AVE TULARE, CA 93274

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B\W	B\W	81,294	83,960		2,666	1,772	894	$0.012000	$10.73
Color	COLOR	102,727	109,870		7,143	1,200	5,943	$0.077000	$457.61
									$468.34

California Business Machines

Annual Review

Date: 1/23/2023

Contact: CLARA BERNARDO

Organization Name: TULARE PUBLIC CEMETERY

Contact: LYDIA CERVANTES

Completed By Betty Hill:

Devices:	Install Date:	Lease Company	Lease Expr:	Lease Pymt	M/A Mo./Qtr.	M/A B/W Base	M/A Color Base	B/W Overage Rate	Color Overage Rate	BW Mo./Vol.	Color Total Mo	Color Tier 1 Mo.	Color Tier 2 Mo.	Color Tier 3 Mo.	# Service Calls 12/Mo.
										Approximations					
M2640idw (EQ50644) North J St	3/11/2021	LEAF	5/28/2026	$179.99	$29.38/MO	1389/MO		$ 0.022		50	0				0
TA 508ci (EQ50848) E. Kern St	3/11/2021	LEAF	5/28/2026	SHARED	$94.00/MO	1772/MO	1200/MO		0.065	1,769	3,828				0
P5026cdw (EQ51061) E. Kern St	3/11/2021	LEAF	5/28/2026	SHARED	$41.13/MO	500/MO	187/MO	$ 0.030	0.141	897	957				0
Totals										2,716	4,785	0	0	0	

California Business Machines

Annual Review

Date: 1/19/2024

Contact: CLARA BERNARDO

Organization Name: TULARE PUBLIC CEMETERY

Contact: LYDIA CERVANTES

Completed By Betty Hill:

Devices:	Install Date:	Lease Company	Lease Expr:	Lease Pymt	M/A Mo./Qtr.	M/A B/W Base	M/A Color Base	B/W Overage Rate	Color Overage Rate	BW Mo./Vol.	Color Total Mo	Color Tier 1 Mo.	Color Tier 2 Mo.	Color Tier 3 Mo.	# Service Calls 12/Mo.
										Approximations					
M2640idw (EQ50644) North J St	3/11/2021	LEAF	5/28/2026	$179.99	$34.53/mo	1389/MO		$ 0.026		81	0				1
TA 508ci (EQ50848) E. Kern St	3/11/2021	LEAF	5/28/2026	SHARED	$110.45/mo	1772/MO	1200/MO	$ 0.012	0.077	2,460	3,136				1
P5026cdw (EQ51061) E. Kern St	3/11/2021	LEAF	5/28/2026	SHARED	$48.33/mo	500/MO	187/MO	$ 0.036	0.166	690	1,287				4
Totals										3,231	4,423	0	0	0	

California Business Machines

1720A Crete Street, Moberly, MO 65270
Phone: 800-662-3759, Fax: 800-426-2626

LEASE AGREEMENT

LESSEE LEGAL NAME: Tulare Public Cemetery	Telephone No: 5596865544
Billing Address: 900 E Kern Ave, Tulare, CA 93274-4453	Equipment Location (if other than Billing Address): 900 E Kern Avenue, Tulare, CA 93274

EQUIPMENT DESCRIPTION: (indicate quantity, new or used and include make, model, serial # and all attachments – see below and/or attached Schedule A)

Unit Quantity	Description of Equipment Leased	Make and Type	Model Number	Serial Number
	* PLEASE REFER TO SCHEDULE A			

BASE TERM IN MONTHS	TOTAL NUMBER OF LEASE PAYMENTS	END OF LEASE PURCHASE OPTION		
63	63 @ $360.17 (plus taxes)	X Fair market value, plus taxes ____ 10% of Equipment cost, plus taxes ____ $1.00, plus taxes (FMV unless another option is selected. You may not exercise a purchase option if you are in default. If you exercise a purchase option we will convey all of our right, title and interest in such Equipment to you on an AS-IS WHERE IS without warranty.)	(a) Advance Payment: (b) Security Deposit: (c) Documentation Fee: Total due a + b + c = :	$0.00 $0.00 $95.00 $95.00

**If more than one lease payment is required as an Advance Payment, the balance will be applied to lease payments in inverse order, starting with the last lease payment.

Your obligation to pay all amounts and perform all other obligations is non-cancellable, absolute, unconditional and not subject to abatement, set-off or defense.

In this agreement ("Lease"), "we," "our," and "us" refers to LEAF Capital Funding, LLC as Lessor and "you" and "your" refer to the Lessee. You agree to lease the Equipment upon the following terms and conditions:

1. LEASE PAYMENTS AND TERM: The Lease is enforceable on you upon your execution. The term of the Lease shall commence on the date the Equipment is delivered to you ("Lease Commencement Date"). The first Lease Payment shall be due on the date we specify in the month following the Lease Commencement Date as set forth in our invoice, and the remaining Lease Payments will be due on the same day of each subsequent month (each, a "Payment Date") until paid in full. The Base Term shall commence on the date one month prior to the first Payment Date. We may charge you a portion of one Lease Payment for the period from the Lease Commencement Date until the first day of the Base Term ("Interim Rent"). The Interim Rent shall be due as invoiced. We may adjust the Lease Payments up to 15% if the actual costs are different than the estimate used to calculate the Lease Payments. On an annual basis, the Monthly Payment may be increased by a maximum of 15% of the amount previously then in effect.

2. DELIVERY, ACCEPTANCE, USE AND REPAIR: You are responsible for Equipment delivery and installation. You unconditionally accept the Equipment upon the earlier of (a) your oral or written acceptance of the Equipment, or (b) 10 days after delivery of the Equipment. You authorize us to fill in the Lease Commencement Date, serial numbers and other information. You will not move the Equipment from the above location without our written consent and are responsible for maintaining the Equipment in good repair. We are not responsible for Equipment or vendor failures.

3. INDEMNIFICATION: You agree to indemnify, defend and hold us harmless from and against any losses, damages, penalties, claims and suits, including attorneys' fees and expenses related to the ordering, manufacture, installation, ownership, condition, use, lease, possession, delivery or return of Equipment.

4. LEASE EXPIRATION, RENEWAL: Unless you notify us at least 90 days prior to the expiration of the Lease of your election to return or purchase the Equipment, this Lease will renew on a month-to-month basis at the same monthly Lease Payment until you either exercise the purchase option or provide us with at least 90 days notice and return the Equipment. If you return the Equipment, (i) it must be to the location we designate and you are responsible for all return costs and we may charge a Restocking Fee equal to one Lease Payment, and (ii) you must securely remove all data from any and all disk drives or magnetic media prior to returning the Equipment (and you are solely responsible for selecting an appropriate removal standard that meets your business needs and complies with applicable laws). You will pay us for any loss in value resulting from failure to maintain the Equipment in accordance with this Lease or for damages incurred in shipping and handling. If you exercise a purchase option we will convey all of our interest in such Equipment to you on an AS-IS WHERE IS basis without representation or warranty.

5. LATE FEES AND CHARGES: If any amount is not paid within three (3) days of when due, you agree to pay us a late charge equal to the lesser of 10% of the amount past due or the maximum legal amount. Amounts which are not paid within 30 days of when due shall accrue interest at 1.5% per month (or if less, the maximum legal rate) until paid. You agree to pay $25 for each pay by phone and $35 for each returned payment.

6. NO WARRANTY: We do not manufacture the Equipment and you have selected the Equipment and the supplier. WE MAKE NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING THOSE OF MERCHANTABILITY OR FITNESS FOR A PURPOSE AND ARE NOT RESPONSIBLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES.

7. INSURANCE, RISK OF LOSS: You bear all risk of loss or damage to the Equipment from its order until it is returned in the required condition or purchased by you ("Risk Period"). During the Risk Period you will maintain property and liability insurance on the Equipment acceptable to us, naming us loss payee and additional insured. If you do not provide us with proof of such insurance, we may secure insurance on the Equipment to cover our interests (and only our interests). If we obtain such insurance, you will pay us an additional amount for the cost of it and an administrative fee, the cost of which may be more than the cost to obtain your own insurance and on which we may make a profit.

8. OWNERSHIP AND TAXES: We own the Equipment (excluding licensed software). If you are deemed to own it, you grant us a security interest in the Equipment. You authorize us to file UCC financing statements to confirm our interest. You will pay, when due, all taxes, fines and penalties relating to the purchase, use, leasing and/or ownership of the Equipment. If we pay any taxes, (including property tax), fees or penalties on your behalf, you will pay us the amount we paid plus an administrative fee. You agree to pay us the documentation fee specified above or if not so specified, the greater of either $125 or 0.5% of the Equipment cost. If we require an Equipment site inspection, or you request administrative services, you agree to reimburse our costs.

9. DEFAULT: If you or any guarantor do not pay us any amount within ten (10) days of its due date, or breach any terms of this Lease, any guaranty or any license relating to the Equipment, you will be in default. If you default, we may require you to do any combination of the following: (a) immediately pay all amounts then due, plus the present value of the remaining Lease Payments, Interim Rent and residual value of the Equipment, as determined by us, discounted at an annual rate of 3%; (b) return all of the Equipment; (c) allow us to repossess the Equipment; or (d) use any and all remedies available to us under applicable law. If you default, you agree to pay the cost of repossession and our attorney's fees and costs. In addition to all other charges and as reimbursement for expenses incurred and not as a penalty, we may require you to reimburse us for the phone calls, letters, and any additional expense incurred in the collection or servicing of this Lease for you. If we take possession of the Equipment, we may sell or otherwise dispose of it with or without notice, at a public or private sale, and apply the net proceeds (after we have deducted all costs related to the sale or disposition of the Equipment) to the amounts that you owe us. You agree that if notice of sale is required by law, 10 days' notice shall constitute reasonable notice. You remain responsible for any amounts that are due after we have applied such net proceeds. We may apply any security deposits to your obligations and if you do not default, the balance will be refunded without interest.

10. ASSIGNMENT: You have no right to sell or assign the Equipment or Lease. We may sell or assign our rights in the Lease and/or Equipment and the new owner will have all our rights but will not be subject to any claim or defense you have against us.

11. ARTICLE 2A: You agree this Lease is a "finance lease" as defined in Article 2A of the Uniform Commercial Code. You waive all rights and remedies conferred upon a lessee by Article 2A (508-522) of the UCC. You have received a copy of the Supply Contract or been informed of the identity of the Supplier and you may have rights under the Supply Contract and may contact the Supplier for a description of those rights.

12. CREDIT INFORMATION: You authorize us or any of our affiliates to obtain credit bureau reports, and make other credit inquiries that we deem necessary.

13. CHOICE OF LAW: THIS LEASE WILL BE GOVERNED BY PENNSYLVANIA LAW. YOU CONSENT TO JURISDICTION IN THE STATE OR FEDERAL COURTS IN PENNSYLVANIA AND WAIVE ANY RIGHT TO A TRIAL BY JURY.

14. MISCELLANEOUS: This Lease is the parties' entire agreement and can be amended only in writing signed by both parties. This Lease may be executed in counterparts (manually or by electronic means) and, when transmitted to us shall be binding upon you for all purposes. This Lease is not binding on us until we sign it. You agree not to raise as a defense to the enforcement of this Lease that it was executed or transmitted to us by electronic means. You will use the Equipment only for business purposes and not for personal, family or household use. The USA PATRIOT Act requires us to obtain, verify, and record information that identifies you thus we ask for your name, address and other information or documents that substantiate your identity.

ACCEPTED BY LESSEE: Tulare Public Cemetery

X ____________________
Lessee Authorized Signature

Print Name: ____________ Title: ____________

E-Mail Address: ____________ Date: ____________

Tax ID Number: 94-6001459

PERSONAL GUARANTY: Undersigned guarantees that Lessee will make all payments and perform all other obligations under the Lease when due. Undersigned agrees that this is a guaranty of payment and not of collection, and that we can proceed directly against undersigned without first proceeding against Lessee or the Equipment. Undersigned also waives all suretyship defenses and notification if the Lessee is in default and consents to any extensions or modifications granted to Lessee. Undersigned will pay us all expenses (including attorneys' fees) we incur in enforcing our rights against undersigned or Lessee. If more than one person signs this guaranty, each agrees that his/her liability is joint and several. Undersigned authorizes us and our affiliates to obtain credit bureau reports and make inquiries regarding undersigned's personal credit. You consent to jurisdiction in the State or Federal courts in Pennsylvania and expressly waive any right to a trial by jury.

SIGNED X ____________ Print Name: ____________ E-Mail Address: ____________

Accepted by:
LEAF Capital Funding, LLC By: ____________ Title: ____________ Date: ____________

California Business Machines

SCHEDULE A TO LEASE AGREEMENT
(EQUIPMENT DESCRIPTION)

Lease Application No.: 888375

QNT	Equipment Description	New/Used	Make	Model	Serial Number
Location: 900 E Kern Avenue, Tulare, CA 93274					
1	Kyocera TASKalfa 4054ci Copier System	New		TA3554ci; 6635cidn	
1	Taskalfa MA4500ci Copier System	New			

LESSEE: Tulare Public Cemetery

BY: ______________________

PRINT NAME: ______________________

TITLE: ______________________

DATE: ______________________

LEAF CAPITAL FUNDING, LLC

BY: ______________________

PRINT NAME: ______________________

TITLE: ______________________

DATE: ______________________

SEND PAYMENTS TO:
4260 N. Fresno Street
Fresno, CA 93726
(559) 225-5570 • Service 225-5773

Business Machines

Taking Care of Valley Businesses for Six Decades

Visalia Branch
1230-C E. Mineral King
Visalia, CA 93292
(559) 625-1521

MAINTENANCE AGREEMENT

CUSTOMER BILL TO		EQUIPMENT LOCATION	
Tulare Public Cemetery 900 E Kern Ave Tulare CA 93274		900 E Kern Ave CATulare 93274	
PHONE# (559) 686-5544	FAX# 559	PHONE# (559) 686-5544	FAX# (559) 686-7484
CONTRACT#	CUSTOMER# 6865544	CONTACTS/KEY OPERATOR Clara Bernardo	

STARTING DATE	Connected: ☐Yes ☐No	STARTING METERS:	B/W	COLOR	SCAN

Model	Serial Number
MA4500ci	
TASKalfa 4054ci	

BILLING TERMS:

TASKalfa 4054ci - Billed monthly in advance $150.96 - Includes 2,400 BW and 2,400 COLOR copies/prints per month. Overages billed monthly in arrears BW @ $.0079 and COLOR @ $.055 per month.

TASKalfa MA4500ci (Desktop) – Billed monthly in advance for $79.80 – Includes 600 BW and 1,200 COLOR Overages billed monthly in arrears BW @ $.013 and COLOR @ $.06 per month.

Above Maintenance Agreement includes all Labor, Parts, Service Calls and ALL Toner. Excludes Paper & Staples.

90 DAY REVIEW

Customer agrees to pay additional $.0025 per scan when scans exceed actual print usage

Sales Tax will be applied to fifty (50%) percent of the MA billing representing the retail value of parts and supplies included. A surcharge will be applied to MA billing to cover cost to ship toner.

TERMS AND CONDITIONS

1. This Agreement shall be for an initial twelve (12) month period unless otherwise noted and automatically renew at the rates in effect at the time of renewal, unless cancelled in writing by either party on thirty days' notice. Invoices are due upon receipt.
2. The listed equipment will receive all necessary preventative maintenance consisting of cleaning, adjusting, lubrication and repairs necessary to obtain maximum operating efficiency. Regular calls will be made as often as recommended by the manufacturer.
3. This Agreement includes all calls requested by the customer, from 8:00 A.M. to 5:00 P.M., Monday through Friday, except holidays. Off hours service is chargeable at prevailing rates. CBM reserves the right to delay service due to circumstances beyond their control including bad weather and/or road conditions.
4. This Agreement does not cover service necessitated by malfunction of parts, attachments, or supplies not authorized by CBM. The Agreement specifically excludes circuit board failures unless an approved surge protector is installed in-line on the equipment. The purchaser of this agreement agrees to supply a grounded, dedicated electrical power outlet and working phone lines where applicable as required by the manufacturer's specifications. Service problems due to hardware or software not listed on this agreement are not covered.
5. This Agreement includes all parts and supplies necessary to maintain the equipment, excluding paper and staples.
6. Toner is provided according to estimated yield and copy volume within 20% of industry standard 5% density coverage. Toner may be chargeable if in excess of this range. Toner will be shipped UPS or available for pickup. Shipping of toner is not included in this agreement.
7. This Agreement shall not apply to repairs required because of accident, misuse, abuse, neglect, theft, vandalism, electrical power source, fire, water, earthquake, or other casualty or damage resulting from re-manufactured or unauthorized supplies and/or moving by personnel other than CBM.
8. This Agreement is nontransferable, non-refundable, and becomes void upon the sale of the equipment. If the equipment is moved from the location set forth above, then at CBM's option this Agreement may be subject to additional charge or may be terminated. CBM is not obligated to move equipment. The purchaser also agrees to locate the machine in an easy-access area.
9. This Agreement excludes computer networking service. A separate agreement is required to include service connectivity to the computer or service is chargeable at a rate of $150.00 per hour during normal business hours. See "Connected Equipment Addendum" on reverse side.
10. CBM may withhold service or terminate this Agreement in the event in the event that the customer fails to comply with any of the terms and conditions of this Agreement, or acquires a past due balance for services rendered and/or products sold, of more than 30 days. Reinstatement of Agreement may be subject to administrative fees. A 30day written notice is required by either party to cancel.

Customer Signature: ______________________ Date: ______________

CBM MGT. Approval: ______________________ Date: ______________

SEND PAYMENTS TO:
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Fresno, CA 93726
(559) 225-5570 • Service 225-5773

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Visalia, CA 93292
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11. In the event of any action to enforce terms of this agreement or any collateral agreement hereto, the prevailing party in such is entitled to all costs hereof including reasonable attorney's fees. In such event, Customer agrees to appear in Fresno Co., CA Judicial District.
12. This supersedes and rescinds all previous terms and conditions.

ACCEPTANCE OF MAINTENANCE AGREEMENT

The above specifications, conditions and terms are satisfactory, and are hereby accepted. You are authorized to perform the maintenance as specified. Payment will be made as agreed: This Agreement is not valid unless payment is received and is subject to CBM final approval.

Customer Signature: ______________________________ Date: ______________

CBM MGT. Approval: ______________________________ Date: ______________

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CONNECTED EQUIPMENT ADDENDUM TO SALES ORDER

CUSTOMER Tulare Public Cemetery		CUSTOMER# 6865544	STARTING DATE	METER
ADDRESS 900 E Kern Ave		PHONE# (559) 686-5544		
CITY, STATE, ZIP Tulare,CA 93274		Make Model Serial Number TASKalfa 4054ci TA MA 4500ci		
INSTALL PRINT SYSTEM?	INSTALL SCAN SYSTEM?	INSTALL FAX SYSTEM?		
OPERATING SYSTEM?	NUMBER OF WORKSTATIONS?	SPECIAL APPLICATIONS?		

Notes: ______________________________

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WARRANTY

California Business Machines (CBM) will connect configure and test the copier/printer/scan/fax/email device to the network as consists at time of installation. This connection will be covered under the Connected Warranty for 90 days from the date of software install. Any service needed after the Connected Warranty has expired, will be chargeable at prevailing rates. Network problems versus Hardware problems are determined by the ability of Print/Scan/Email/Fax applications to function properly from a single workstation or laptop.

TERMS AND CONDITIONS

1. For maintaining Connected Equipment, CBM will agree to provide the following:
   - All parts and labor for repairs and maintenance necessitated by normal usage of the controller, memory, printing systems, hard drives, network harnesses or cards that are directly attached to and purchased as part of the basic system.
   - Support of Drivers and software obtained from CBM or downloaded from the equipment manufacturer.
2. This agreement does not cover:
   - Cabling, external wiring, switches, routers etc.
   - External Print Controllers
   - Service or software reinstallation required after adding equipment or workstations, software updates or new operating systems
3. CBM will provide technical assistance at standard rate of $150 per hour for any labor required for repair, reinstallation or service on any items other than those stated. Discounts can be offered for blocks of time. Phone support is offered at prorated rates.
4. Customer agrees to pay additional $.0025 per scan when scans exceed actual print usage.
5. Customer specifically agrees that NO OTHER representation, constitutions or warranties other than these set forth specifically in writing herein have been made or have been intended in the making of this agreement.

INSTALLATION PARTICULARS

Network topology for all installations shall be CAT5 utilizing either TCP/IP, NetBEUI, Ether talk or IPX/SPX protocols. Some features and functions are dependent upon certain network conditions. Some Kyocera products require two active network connections if scanning is to be utilized. A live phone line will be needed to utilize network faxing and must be within 10 feet of the machine location. Installations must be within 14 feet of live data ports unless wireless. The installation must be completed within 60 days from the time of delivery. Additional hardware needed to complete installation at time of scheduled appointment will be billed at normal rates.

Network Installations included with sale generally include the following not to exceed two (2) hours without incurring additional charges:

- Installation of purchased systems and associated software on one server.
- Installation of purchased systems and associated software on up to three workstations.
- Training for your Network Administrator related to the installation of drivers and utilities and their usage.
- Training for up to three users related to purchased system and associated software.

The undersigned agrees to the stipulations of the installation warranty.

Customer Signature: ______________________________ Date: ______________

CBM MGT. Approval: ______________________________ Date: ______________