Cemetery District Seminar & Area Mea Saturday, October 6 Position Fax event, Yes N	5, 2018
2 Saturday, October 6 Position	5, 2018
Position	
Fax	
	lo(X)
@ \$ 43.00 each V Non-Members \$ 16 sh fruit, Mix of baby gree	\$ 4.00 \$ ens, Chicken picatta
@ \$ 49.00 each	\$
Total Enclosed:	\$
tration for each atten r than Friday, Septem n of Public Cemeter 81 9858 s received after Septe	ıber 7, 2018. 'ies
	'Non-Members \$ 16 sh fruit, Mix of baby gree wedges & Chef's desserts @ \$ 49.00 each Total Enclosed: tration for each attend r than Friday, Septem n of Public Cemeter 81 9858

California Association of Public Cemeteries Annual Education Seminar & Area Meeting Lake Tahoe Resort Hotel South Lake Tahoe, California

	Education Seminar		Area Meeting	
Thursday,	Thursday, October 4, 2018		Saturday, October 6, 2018	
4:30-6:30 p.	m. Happy Hour for Hotel Guests	7:00-10:30 a.m. Breakfast Buffet for Hotel Guests		
-	Dinner on Your Own	,		
Emiday Oat	cohon 5 2018	7:45 a.m.	Meeting Registration	
	Friday, October 5, 2018 7:00-10:00 a.m. Breakfast Buffet for Hotel Guests			
/.00-10.00 8	a.m. Breakrast Burret for Hoter Guests	8:30 a.m.	Combined Session:	
7:15 a.m.	Maating Desigtration		Trustees and Managers Discussion Group,	
	Meeting Registration		Facilitated By: Dennis Shepard, General	
8:00 a.m.	Welcome and Program Introduction		Manager, North County Cemetery District and	
			Carol Griese, General Manager, San Jacinto	
8:15 a.m.	Featured Cemetery, Riverview Cemetery		Valley Cemetery District	
	District, Presented By: Mike Shelton, Trustee			
0.00		10:30 a.m.	Break	
8:30 a.m.	"The Board Role in Finance and Fiscal			
	Accountability", Presented By: David Becker,	10:50 a.m.	Recap of Combined Session	
	A partner with James Marta & Company, LLP		1	
	a CPA Firm	11:00 a.m.	"Legislation Update", Presented By:	
10:30 a.m.	Break		Anthony Tannehill, CSDA Legislative	
			Representative	
	"The Board Role in Finance and Fiscal		1	
	Accountability", Presented By: David Becker,	Noon:	Lunch	
	A partner with James Marta & Company, LLP			
	a CPA Firm	1:20 p.m.	Donation Drawing	
Noon:	Lunch	1	C	
1:20 p.m.	Donation Drawing	1:30 p.m.	"Planning Your Retirement", Presented By:	
		1	Charlene Washington, Associate	
1:30 p.m.	"The Board Role in Finance and Fiscal		Governmental Program Analyst, CALPERS	
	Accountability", Presented By: David Becker,			
	A partner with James Marta & Company, LLP	3:00 p.m.	Adjourn	
	a CPA Firm		у	
4:00 p.m.	Adjourn	4:30-6:30 p.	m. Happy Hour for Hotel Guests	
4:15 p.m.	CAPC Board of Directors Meeting		11,5	
4:30-6:30 p.	m. Happy Hour for Hotel Guests			
1	Dinner on Your Own		Dinner on Your Own	

WHO SHOULD ATTEND:

Public Cemetery District Trustees, Managers, Secretaries and Key Employees

Education Seminar

BOARD'S ROLE IN FINANCE AND FISCAL ACCOUNTABILITY

In a continuing joint venture with California Special Districts Assoc., this year's education seminar will feature the third of a series of four curriculum-based courses designed specifically for special district directors and trustees. General Managers are encouraged to enroll in the program as a member of the governance team.

The Academy represents the core set of knowledge created and accepted by the special district Community, and encompasses everything trustees need to know about:

- 1. Governance Foundations
- 2. Setting Direction and Community Leadership
- 3. The Board's Role in Finance and Fiscal Accountability
- 4. The Board's Role in Human Resources

The first of the series, "Governance Foundations", was presented at the Lake Tahoe Resort Hotel, in So. Lake Tahoe, CA in October 2016.

The second session "Setting Direction & Community Leadership", was presented at the Holiday Inn Downtown Arena in Sacramento, CA in October 2017.

Although recommended it is not necessary to have attended the first two session prior to attending any of the other two.

The third and this year's session, **"Board's Role in Finance and Fiscal Accountability"**, focuses on how to develop a method for approving the district's annual budget, communicate budget information to the public, establish financial goals for the district, review district finances, develop and analyze capital improvement plans and reserve guidelines, comprehend the relationship between district finance and district beliefs and values as set forth in the district mission and strategic goals.

Area Meeting

- Enjoy the fellowship and share knowledge with other cemeterians from all areas of the state.
- Participate in discussion of operational problems common to public cemetery districts.
- Bring your questions and participate in group discussions of cemetery district problems and concerns.
- Review proposed **Legislation** that affects your district and operational capabilities.
- Planning your retirement presentation will provide the following:
 - 1. How to maximize your retirement benefit.
 - 2. How your retirement benefit is calculated.
 - 3. The steps you need to take prior to retiring.
 - 4. The retirement application process.

Location: The Education Seminar and Area Meeting will be held at the **Lake Tahoe Resort Hotel**, South Lake Tahoe, CA. For hotel accommodations call (530) 544-5400 or go online to <u>www.tahoeresorthotel.com</u>. Mention you are attending the CAPC Education Seminar/Area Meeting, use code **CAP18**. A special room rate of \$174.00 (**PLUS** taxes & fees) has been obtained for

CAPC participants. There is an additional \$20 charge for suites with two queen beds. The Resort fee and Valet Parking are each \$15.00 per day.

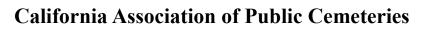
Note: Your hotel confirmation will say Resort fee \$24.00 and Valet Parking \$19.00. The CAPC discounted rates will be adjusted upon check out.

Check in-time is 4:00 p.m. and check-out time is 11:00 a.m.

Breakfast included for hotel guest and free basic Wi-Fi.

Make your hotel reservations today

Deadline for hotel reservations is Tuesday, September 4, 2018



Presents the CAPC Annual Education Seminar Friday, October 5, 2018



Area Meeting Saturday, October 6, 2018 Lake Tahoe Resort Hotel 4130 Lake Tahoe Blvd. South Lake Tahoe, CA 93454

