

**SUBMITTAL TO THE BOARD OF TRUSTEES
PERRIS VALLEY CEMETERY DISTRICT
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Supervisor Ashley

SUBMITTAL DATE: August 9, 2006


SUBJECT: Approval of job classifications and benefits package for Perris Valley Cemetery District personnel.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommended job classifications and benefits package for the Perris Valley Cemetery District; and,
2. Delegate authority to the Perris Valley Cemetery District Chairperson to sign the required documents to implement the benefits plans.

BACKGROUND: In 2002, the Board of Supervisors appointed itself Trustees over the Perris Valley Cemetery District and directed the Executive Office to represent the Board in cemetery district fiscal and operational matters. As directed by the Board, the Executive Office has provided administrative oversight and has assisted the district in re-establishing cash reserves, the repayment of endowment care funds, and establishment of prudent fiscal controls. The cemetery district has made a financial recovery and today's action will formalize job classifications, provide for a medical insurance benefit, allow for the use of the Exclusive Care health plan and establish deferred compensation. These actions will help align the return of control to a local board of trustees.

The attached job classification and salary plans were developed with assistance from Human Resources and are in line with neighboring cemetery districts. The Perris Valley Cemetery District previously did not provide health care coverage or retirement benefits due to lack of funding and cash reserves. The district is now in a financial position that will provide for both. A monthly maximum benefit of up to \$600 towards health benefits through Exclusive Care and a \$50 bi-weekly employer contribution to a deferred compensation plan is proposed. District employees may not cash out the balance of any unused benefit contributions in excess of the cost of the Exclusive Care premiums. These benefits will allow the district to retain and attract qualified personnel and upon approval, the employees will be eligible to enroll in medical benefits as of September 1, 2006 with coverage beginning on October 1, 2006. The district's FY06/07 budget has sufficient funds for these benefits.


MARION ASHLEY
5th District Supervisor

SUBMITTAL TO THE BOARD OF TRUSTEES AGENDA NO.