

Registration Form

“Public Cemetery District

Annual Education Seminar & Area Meeting”

Friday, October 10, & Saturday, October 11, 2025

Name _____

Position _____

District _____

Address _____

City/State/Zip _____

Telephone _____

Fax _____

First time attendee at CAPC event, Yes ____ No ____

Guest _____

Please complete separate registration for each attendee and return with payment no later than September 12, 2025. Refunds will only be made on cancellations received in the CAPC office by September 12, 2025.

Member Registration Fee (For One Person):

\$ 426.00

Includes:

• Thursday Evening Hospitality

• Breakfast Buffet: Friday & Saturday

• Lunch Buffet: Friday & Saturday

Guest Friday Breakfast Buffet @ \$ 41.00 each

\$ _____

Wake Up Buffet: Fruit, Muffins, Eggs, Potatoes, Bacon, Sausage, Juice, Coffee and Tea

Guest Friday Lunch Buffet @ \$ 48.00 each

\$ _____

Wall Street Deli Buffet: Soup, Salad, Turkey, Beef or Ham Sandwiches and Chef’s Choice Dessert

Guest Saturday Breakfast Buffet @ \$ 41.00 each

\$ _____

Wake Up Buffet: Fruit, Muffins, Eggs, Potatoes, Bacon, Sausage, Juice, Coffee and Tea

Guest Saturday Lunch Buffet @ \$ 60.00 each

\$ _____

Frontera Buffet: Salad, Sliced Fruit, Beef & Chicken Fajitas, Rice, Beans, Tortillas, Guacamole and Chef’s Choice Dessert

Total Enclosed:

\$ _____

Send completed registration and check to:

California Association of Public Cemeteries

P.O. Box 119

San Jacinto, CA 92581

Phone: 951-925-1111

Toll Free (CA): 888-344-9858

Fax: 951-652-3643

No refunds for cancellations received after September 12, 2025.

Scholarship Applications to attend the seminar are being accepted from CAPC member districts until August 15, 2025. Contact CAPC.

Public is welcome with a paid registration

California Association of Public Cemeteries

Annual Education Seminar & Area Meeting

Crowne Plaza Beach Hotel/Ventura, California

Education Seminar	
Thursday, October 9, 2025	
4:30 p.m.	Registration
4:30-6:00 p.m.	CAPC Hospitality Dinner on Your Own
Friday, October 10, 2025	
6:15-7:30 a.m.	Breakfast Buffet for Registered Attendees
7:15 a.m.	Meeting Registration
8:00 a.m.	Welcome and Program Introduction
8:15 a.m.	Featured Cemetery: Murrieta Valley Cemetery District
8:30 a.m.	Planning For The Future At Our Cemeteries, <i>Presented by:</i> Richard Cook & John Bernsen, E. Lees & Associates Consulting
9:30 a.m.	Best Practices for Prevailing Wage Projects, <i>Presented by:</i> Deborah Wilder, President, Contractor Compliance & Monitoring, Inc.
10:30 a.m.	Break
11:00 a.m.	Is Your Website Compliant? Essential Website Compliance for California Cemetery Districts, <i>Presented by:</i> Jacob Erickson, Sr. Special District Manager, Streamline
Noon:	Lunch
1:10 p.m.	Donation Drawing
1:15 p.m.	Generalized Policy Writing, <i>Presented by:</i> Brian Hughes, Attorney, Best Best & Krieger
2:15 p.m.	Break
2:30 p.m.	Cemetery Story Telling 101, <i>Presented by:</i> Belinda Ellis, District Manager, Galt Arno Cemetery District
3:30 p.m.	Adjourn
4:00 p.m.	CAPC Board of Directors Meeting Dinner on Your Own

Area Meeting	
Saturday, October 11, 2025	
6:15-7:30 a.m.	Breakfast Buffet for Registered Attendees
8:00 a.m.	Meeting Registration
8:30 a.m.	Split Sessions: Trustees Discussion Group, <i>Facilitated By:</i> Belva Bare, Trustee, Madera Cemetery District & Barry Braun, Trustee, Kern County Cemetery District No. 1 Managers/Secretaries Discussion Group, <i>Facilitated By:</i> Domingo Lopez, District Manager, Visalia Public Cemetery District
10:30 a.m.	Break
10:50 a.m.	Recap of Discussion Groups
11:00 a.m.	Abandon Graves, <i>Presented by:</i> Brian Hughes, Attorney, Best Best & Krieger
Noon:	Lunch
1:20 p.m.	Donation Drawing
1:30 p.m.	Fraud Prevention, <i>Presented by:</i> Cindy Summers, District Manager, Atascadero Cemetery District
3:30 p.m.	Adjourn
Dinner on Your Own	

Education Seminar

-Planning For The Future At Our Cemeteries: This presentation is on the importance of cemetery master plans to guide the future of our cemeteries. Cemeteries across California are experiencing increasing community demand for cemetery services and changes in interment and memorialization trends. Against this backdrop, many Cemetery Districts are running out of inventory and are under increasing pressure to reach their financial goals. This presentation will explore how Cemetery Districts can use a cemetery master plan to become more financially, socially and environmentally sustainable, and relevant to the communities they serve over the long term.

-Best Practices for Prevailing Wage Projects: Prevailing wage compliance in California is more than just wages. It includes filing forms by an awarding agency, checking for contractor registration, confirming prevailing wages, fringe benefits & training contributions are paid & more. Join us for a practical presentation on Best Practices for managing your prevailing wage projects.

-Is Your Website Compliant? Essential Website Compliance for California Cemetery Districts: California's cemetery districts are increasingly expected to meet high standards of transparency and accessibility, but is your website up to the task? This session provides a practical and comprehensive overview of the essential compliance requirements facing California's cemetery districts today. Attendees will learn what transparency posting mandates apply under the Brown Act and Public Records Act, including formatting best practices to ensure public access and trust. The session will also demystify the technical and legal standards for website and document accessibility under the Americans with Disabilities Act (ADA), including WCAG 2.1 guidelines and AB 434 certification requirements. Whether you're updating your site, preparing for an audit or just starting your compliance journey, this talk will equip you with actionable strategies, real-world examples and checklists to help your district meet the mark and avoid costly risks.

-Generalized Policy Writing: Can you write a quality & legal defensible policy? Do you know when policies are needed versus districts procedures or ordinances? This session will discuss the ins & outs of what policies you need & how to properly write them for their intended audience. Also, discussed are how to establish, update & maintain policies with an eye to legally defensibility.

-Cemetery Story Telling 101: Every cemetery has a story. This session will discuss how to create a narrative for your cemetery...what questions to consider and how to pull it together to keep your audience engaged.

Area Meeting

-Problem Solving: Trustees, Managers/Secretaries Workshop: Provides the opportunity to share information and ask questions about problems that are common to other districts. To ensure your problem will be addressed, you can submit your problem/question in advance.

-Abandon Graves: Do you have an old unused section of your cemetery? Or do you have a pockmarked collection of randomly unused plots? If there is a chance that your district may need those graves, this session will cover the "how-to" of the plot repatriation process via the courts. As an added bonus the session will introduce how to protect your district in the future such that you can avoid the courts all together.

-Fraud Prevention: In this program we will discuss the types of fraud & embezzlement that can happen at a public cemetery. What are the red flags? What can you do & how can you find it? We will discuss an actual embezzlement case, how it was found, how it was done, what the investigation involved. This program will have something for everyone that works at your cemetery.

LOCATION: The education seminar and area meeting will be held at the: **Crowne Plaza Beach Hotel in Ventura, CA.**

For hotel accommodations you must book online only. Please click on the link below:

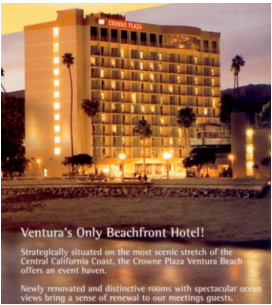
<https://book.passkey.com/event/50971868/owner/55464/home>

If you need additional room nights added that are outside of the CAPC room block please call Jeimi Ambriz @ 805-652-5108.

- A special room rate of \$238.67-\$250.09 (Tax included) has been obtained for Thursday night and \$272.93-\$295.77 (Tax included) for Friday & Saturday night for CAPC participants.
- Check in-time is 4:00 p.m. and check-out time is 11:00 a.m.
- Free High Speed Wireless Internet in meeting rooms & registered guest rooms.
- Parking is available in either the Hotel Valet parking lot or the adjacent City of Ventura parking structure for \$10.00 per night for overnight guests.

Make your hotel reservations today!

Deadline for hotel reservations is Monday, September 8, 2025



California Association of Public Cemeteries

**Presents the
CAPC
Annual
Education Seminar
Friday, October 10, 2025**



**Area Meeting
Saturday, October 11, 2025**

**Crowne Plaza Beach Hotel
450 East Harbor Blvd.
Ventura, CA 93001**