Keystone Cemetery District

August 26, 2024 Agenda

Keystone Cemetery District Special Meeting

15868 Indiana Ranch Road, Dobbins, CA 95935

1. Call to Order
2. Reading and approval of August 1, 2024 Minutes of Special Meeting
3. Guests from the Community, Public Comment. This portion of the meeting is reserved for any persons having the desire to address the Board on any matter within the Board’s jurisdiction and not on the agenda.
4. Bookkeeper Report:
5. Current spending/budget update from Barbara Heisinger. Handout of Keystone Cemetery District August 2024 Expenditures Detail, Monthly Expenditure Report, and County of Yuba Account Activity Listing. Fiscal Year Budget Balance is **$46,904.84**.
6. Deposit totaling **$2,212.00** made August 8, 2024. **$510.00** to Keystone Cemetery Endowment Fund 623 and **$1702.00** to Keystone Cemetery General Fund 622. Handout of Certificate Receipt for Deposit outlining itemization of deposit receipts.
7. Authorization for warrants of monthly bills to be completed at meeting.
8. Possible contacts for 2019-20 Keystone Cemetery independent auditors report – Kathy Wright of Tenney & Company in Yuba City does not do governmental agencies but referred me to Horton, McNalty & Saeteurn in Chico; 2 messages in to them. Diane Watts, CPA in Oregon House has not yet been contacted. Nigro & Nigro declined to represent us.
9. Conflict of Interest – Local Agency Biennial Report. Keystone Cemetery must reply to the Yuba County Board of Supervisors office no later than October 1, 2024. Email
10. Discussion on ways to purchase office supplies. Email
11. Keystone Cemetery District Operations:
12. Burial plot R-23, L-4 sold and funeral held Saturday August 10th for Elaine Irene Christensen. Burial plot R1A-L14 paid in full and funeral to be held September 8th for Cody Stark.
13. Headstones on site to be placed: James D White (R-C10,L6A) 2022; Daniel Lee Kaundart (R10,L4) 2021.
14. Wish to purchase utility cart for pull behind use with Husqvarna tractor. Have been using personal truck for work. Utility cart can move throughout cemetery where truck cannot, asset on a daily basis. *Handout of potential Utility 12 Steel Dump Cart from Home Depot*.
15. Streamline Website Update: Next meeting with Tanner of Streamline is set for August 30th at 10:00 AM. Have sent you a link to the website to review though it is still a work in progress.
16. Keystone brochure. Trustees have brochure and California Health & Safety Code Section 8738 handouts from last meeting and CPCA Survey to consider Endowment Fee. Emails
17. Temporary Markers. Keystone Cemetery is low on temporary markers. Information sent to board for consideration and discussion. Emails. Looking in to plastic markers also.
18. Adjournment