# TOWNSHIP #2 CEMETERY DISTRICT REGULAR MEETING LOCATION – Cemetery Office, 500 S. Church Street, Ione CA 95640 Thursday, February 13, 2020 – 3:00 PM

#### **AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL

Don Smith, Chairman Judy Allen, Vice Chairman Larry Slayton, Secretary Tom Reed, Treasurer Pamela Bennetts, Director

Staff present:

- C. PUBLIC PRESENT
- D. PUBLIC COMMENT: EACH SPEAKER IS LIMITED TO 5 MINUTES

NOTE: This is the time for members of the public who wish to be heard on matters that do not appear on the Agenda. Persons may address the Board at this time on any subject within the jurisdiction of the Township #2 Cemetery District. Public comment is limited to 5 minutes per person.

#### Is there any person who wishes to address the board at this time?

- E. MINUTES of the December 12, 2019 regular meeting
- F. FINANCIAL REPORT
- G. OFFICE MANAGER'S REPORT
- H. GROUNDS MANAGER'S REPORT
- I. MASTER PLAN COMMITTEE REPORT
- J. UNFINISHED BUSINESS

Notice to the public: The public may comment on any agenda item before a vote. Limited to 5 minutes per person

- a. None
- K. NEW BUSINESS
  - a. None
- L. ADJOURNMENT

### TOWNSHIP #2 CEMETERY DISTRICT REGULAR MEETING LOCATION – Cemetery Office, 500 S. Church Street, Ione CA 95640 Thursday, January 9, 2020 – 3:00 PM

#### **MINUTES**

- A. Called to order at 3:00 pm
- B. ROLL CALL
  - a. 

    Don Smith

  - c. 🗵 Larry Slayton
  - d. 

    Tom Reed
  - e. 

    Pamela Bennetts

A quorum is present

- f. STAFF PRESENT: ⊠ Carole Meltzer □ Rich Curran
- C. PUBLIC PRESENT: Alice Slayton
- D. PUBLIC COMMENT: None
- E. MINUTES of the December 14, 2019 regular meeting
  - a. Motion by Tom Reed to accept the minutes as corrected (Cathy Castillo from "no show" to "cancelled"); second by Judy Allen Carried Ayes 5 No 0
- F. FINANCIAL REPORT
  - a. Expenditures 11/22/2019 \$5,105.59 12/20/19 \$3,595.43
  - b. General Account Balance 12/26/2019 \$100,128.13
  - c. Project Reserve Balance (Columbarium) 12/26/2019 \$21,257.13
  - d. Endowment Fund Balance 12/26/2019 \$56,731.21

Motion by to accept the Financial Report as presented by Larry Slayton; 2<sup>nd</sup> by Pam Bennetts Carried 5 Ayes 0 Noes

- G. OFFICE MANAGER'S REPORT
  - a. Attached
- H. GROUNDS MANAGER'S REPORT: None
- I. MASTER PLAN COMMITTEE REPORT: Met 12/20/19. Review trees that need trimming; remodel gazebo in house; possible location for future columbarium and service area
- J. UNFINISHED BUSINESS
  - a. None
- K. NEW BUSINESS
  - a. Election of Officers
    - i. Motioned by Judy Allen for Officer for 2020 to remain the same as 2019  $\,2^{nd}$  by Pam Bennetts Carried 5 Ayes  $\,0$  Noes
    - ii. Don Smith, Chair; Pam Bennetts, Vice Chair; Larry Slayton, Secretary; Tom Reed, Treasurer, Judy Allen, Director
- L. ADJOURNMENT 3:21 PM
  - a. Motion by to adjourn by Pam Bennetts; 2<sup>nd</sup> by Larry Slayton Carried Ayes 5 Noes 0

Submitted by Township #2 Cemetery Board Secretary, Donald Larry Slayton

## Office Manager's Report – January 2020

- 1. Carpets in office cleaned
- 2. Plot Sales: 2
- 3. Burials for month -1
  - a. Casket: 1
  - b. Cremains: 0
- 4. Burials for 2019
  - a. Casket: 4
  - b. Cremains: 4
- 5. Average Annual Burials
  - a. Since 1993 = 15
  - b. Last 5 years = 9

# Financial Report

ULT-DEC Acct #	Account	Budget	Jel	Aug	Sap	Oct	Hav	Dec	Balance Jul-Dec	Romain Budg
51411	Salary	4 31,311.11	5 2,171.11						4 17,692.68	57.863
58548	FICA	\$ 2,388.88	4 151.35				6 155.15		4 1,365.84	57.953
21411	Grasp lanaranar	•	•		4	•	•	•	•	
58588	Warkeriaaaay	4 1,350.00			•	•	4 .	4 .	4 1,350.00	100.002
51611	Unreplayeral			<u>.</u>				<u>,</u>		
	Talal Employer Emp	4 15,230.00	4 Z,ZZE.SE			4 2,328.32	\$ 2,002.40	\$ 2,883.45	4 28,547.64	59.461
51111	Agricultural/Landonaping	4 7,000.00	4 1,195.88		\$ 15.11		\$ 381.11		4 4,313.83	E1.71I
51118	Clathing & Per Supp	4 258.88	\$ 5.15	· ·	•	•	5 5.86		6 248.35	36.381
51588 51788	lee	4 3,711.11		•				6 71.31	\$ 3,788.88 \$ 281.68	188.88X 28.46X
51888	Hain: Equip Hain: Oldqu/Impros	\$ 1,000.00 \$ 1,200.00	6 57.18 6 172.14				6 43.85 6 52.62		4 333.43	28.291
52288	Offier Sapp	4 1,000.00	\$ 351.11				5 51.13		5 1,160.02	64.331
52588	Praf & Spra Sera	4 12,000.00	\$ 55.11				6 17.11		4 10,313.00	31.531
52928	Audila.	4 6,250.00		•				•	4 250.00	4.002
52564	Casferrane	4 1,288.88			•	•	•	•	4 1,211.11	188.88X
52411	Publicalismo/Legal Holines	4 758.88		•			4 .	4 .	4 758.88	100.002
52485	Sliprodo	\$ 5,000.00	\$ 30.0	5 (11.11	\$ 511.11	\$ 511.11	\$ 511.11	\$ 311.11	\$ 3,100.00	51.671
52588	Reals, Leases, Equip	4 500.00			•	•	6 101.71		4 351.38	78.261
52788	Hisar Equip	4 1,211.11	9 92.12		•	•	\$ 532.58		6 455.21	41.581
52111	Spra Depart Eap	4 588.88							5 511.11	188.883
53111	Ulililies T-1-15	4 6,511.11	4 555.15			4 746.11	4 2 333 44	4 4 745 49	4 2,412.14	58.281
56118	Talal SecutSupp Didge biogram	\$ 43,850.00 \$ 1,500.00	4 3,825.76	\$ 2,741.85 \$	6 1,341.57	\$ 8,536.84 \$ -	\$ 2,383.11		\$ 31,887.84 \$ 1,588.88	101.111
56188	Capital Impros Haj Proj	4 16,000.00	11					•	\$ 1,588.88 \$ 15,888.88	188.882
2511	Equip	4 1,000.00		•		•			4 1,000.00	100.002
	Total Fixed Assets	4 10,500.00	4 .	•	•	•			\$ 11,511.11	100.000
	TOTAL ALL CAT.	4 183,588.88	\$ 5,254.12		4 4,459.77	\$ 10,064.36	4 5,485.53	4 3,238.58	\$ 63,534.68	E7.49X
AH-JUH										
Acct #	Account	Budget	Jes	Fab	Her	Apr	Нау	Jes	Balance Jul-Jun	Romain Budg
58488	Salarq	\$ 31,311.11			4	• .	• .	• .	4 17,692.68	57.861
58548	FICA	4 2,388.88		•	•	,	• •	•	4 1,365.84	57.951
21411	Grany lanneauer	•	•	•	•	• •	• •	•	•	
51511	Warkeriaaaa	4 1,358.88			•	• •	•	•	4 1,350.00	188.882
	Unreplayeral		•		4	4	•	•	•	
	Talal Employer Emp	4 35,238.88	4	•	•	4	4	•	\$ 28,547.54	59.461
51111	Agri/Landonaping	4 7,000.00	5 36.11			•	•	•	4 4,225.89	E8.57I
51118 51588	Clathing & Pre Supp	\$ 251.00 \$ 3,700.00			•	•	•	•	\$ 248.35 \$ 3,788.88	36.38X
51788	Hain: Equip	4 1,000.00	5 0.11	•	•	,		•	4 158.52	15.851
51111	Hais: Bldgs/Impres	4 1,200.00	\$ 52.52		,	,		•	4 286.37	29.911
52288	Offier Sapp	4 1,000.00	\$ 35.21		•	•	,	•	4 1,872.54	59.591
52388	Prof & Spra Sera	4 12,000.00	\$ 711.11	•	4	• .	• .		4 11,213.11	85.692
52528	A.dil.	4 6,250.00		•	•	4 .	• .	• .	4 258.88	4.11X
52364	Casferranea	\$ 1,211.11		•	•	• .	• .	• •	\$ 1,210.00	188.883
25411	Paklisalissa/Legal Halises	4 750.00		•	•	• •	• •	•	4 758.88	100.000
52485	Sliprada	\$ 5,000.00	\$ 511.11		•	• •	•	• •	4 2,588.88	49.991
52588	Reals, Leases, Equip	4 588.88			•	•	•	•	4 351.38	78.251
52788	Hinar Equip	4 1,288.88	4 145.33			4 .	4 .	4 .	\$ 153.82 \$ 588.88	12.02X
52111	Spra Depart Eap Utilities	\$ 511.11 \$ 6,511.11	6 465.17		•		4 .	4 .	\$ 588.88 \$ 2,897.77	31.352
	Talal SecurSupp	4 43,858.88	\$ 2,275.34	•	•	•	•	•	\$ 27,818.78	55.791
56118	Pldgs & Impres	4 1,588.88		•	4	4 .	, .	, ·	\$ 1,500.00	100.002
	Capital Impros Haj Proj			•	•	•	•	•	4 45,111.11	188.883
56188		4 15,888.88							9 1,000.00	100.003
	Equip	\$ 16,000.00 \$ 1,000.00					4 .	<u> </u>		188.88X
56188	Equip Talal Fixed Assels	\$ 1,111.11 \$ 11,511.11	,		•	• •	•	•	\$ 11,511.11	
56188	Equip	\$ 1,111.11 \$ 11,511.11	\$ 2,275.34			1	•	•	\$ 18,588.88 \$ 67,258.94	64.531
56188	Equip Talal Fixed Assels	\$ 1,111.11 \$ 11,511.11 \$ 113,511.11	,		9 -	•	•	•		
56188	Telefford Searls Total Start ALL CAT.	\$ 1,500.00 \$ 10,500.00 \$ 103,500.00 BALANCES	,	· · · · · · · · · · · · · · · · · · ·	9 -	• •			\$ 67,258.94	64.991
56188	Equip TalalFlandSearla TOTAL BLL COT.  AS OF	\$ 1,888.88 \$ 183,588.88 \$ 183,588.88 BALANCES GEN ACCT/Endou	\$ 2,275.34	addodzinco provinur balanco	9 -	•			5 67,258.34 Tatal Revenue	
56188	Equip Total Fined Reserts TOTAL BLE COT.  AS OF	\$ 1,000.00 \$ 10,500.00 \$ 103,500.00 BALANCES GENACOT/Endou	\$ 2,275.34 \$ 56,428.45	addodzince provisur balance	9 -	•	1 .		\$ 67,258.34  Tatal Revenue \$ 1,854.83	64.993
56188	Total First Assets  TOTAL ALL CAT.  AS OF  1/23/2149  2/19/2149	\$ 18,388.88 \$ 183,388.88 \$ 183,388.88 BALANCES GEN ACCT/Endou \$ 193,824.25 \$ 193,824.25	\$ 2,275.34 \$ 2,275.34 \$ 55,428.45 \$ 55,428.45	addedzince previour balance 14 (378.18); (WHO \$411; His. \$721; 1794.18; (WHO \$411; His. \$723;	9 -	•	1 ·		\$ 57,258.34  Tatal Revenue \$ 1,854.83 \$ 2,273.75	E4.333
56188	Equip Talaffice d describ  TOTAL BLL CAY.  AS OF  1/23/21/2  1/24/21/2  1/24/21/2	\$ 18,588.88 \$ 183,588.88 \$ 183,588.88 BALANCES GEN ACCT/Endou \$ 193,872.35 \$ 183,872.35	\$ 2,276.34 \$ 56,428.45 \$ 56,428.45 \$ 56,659.45	4	9 -	•			\$ 67,258.34  Tatal Revenue  \$ 1,154.15  \$ 2,279.75  \$ 1,518.88	Feej Rearene 4 21,221.11
56188	Total First Assets  TOTAL ALL CAT.  AS OF  1/23/2149  2/19/2149	\$ 1,000.00 \$ 10,500.00 \$ 100,500.00 BALANCES GEN ACCT/Endou \$ 105,127.25 \$ 107,729.35 \$ 110,276.25	\$ 2,276.34 \$ 2,276.34 \$ 55,428.45 \$ 55,628.45 \$ 56,529.45 \$ 56,339.24	addedzince previour balance 14 (378.18); (WHO \$411; His. \$721; 1794.18; (WHO \$411; His. \$723;	9 -	•	•	\$ ·	\$ 57,258.34  Tatal Revenue \$ 1,854.83 \$ 2,273.75	Feej Rearene 4 21,221.11 4 21,227.11
56188	Equip Total Find Boards  TOTAL BLL COT.  AS OF  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9	### 18,588.88 #################################	\$ 2,275.34 \$ 55,128.45 \$ 55,428.45 \$ 55,523.45 \$ 55,231.21 \$ 55,731.21	###	9 -	•	5	\$ ·	Tatal Rovenue  1 1,854.89  1 2,279.75  1 2,552.45	Proj Reserve \$ 24,224.11 \$ 24,227.43 \$ 24,257.43
56188	Equip Total First Associa  Total ALL CAT.  AS OF  1/23/24/5  1/23/24/5  1/23/24/5  1/23/24/5  1/23/24/5	### 18,588.88 #################################	\$ 2,275.34 \$ 55,128.45 \$ 55,428.45 \$ 55,523.45 \$ 55,231.21 \$ 55,731.21	###	9 -	•	5	•	Tatal Rovenue  1 1,854.89  1 2,279.75  1 2,552.45	Praj Reserve 4 21,221.11 4 21,227.13
56188	Equip Total Find Boards  TOTAL BLL COT.  AS OF  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9	### 18,588.88 #################################	\$ 2,275.34 \$ 55,128.45 \$ 55,428.45 \$ 55,523.45 \$ 55,231.21 \$ 55,731.21	###		•	•	•	Tatal Rovenue  1 1,154.13  2,279.75  1,314.11  2,279.24  1,271.14  1,277.14	Proj Reserve \$ 24,224.11 \$ 24,227.43 \$ 24,257.43
56188	Equip Total Find Boards  TOTAL BLL COT.  AS OF  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9  1/23/21/9	### 18,588.88 #################################	\$ 2,275.34 \$ 55,128.45 \$ 55,428.45 \$ 55,523.45 \$ 55,231.21 \$ 55,731.21	###		•	1 -		Tatal Rovenue  1 1,154.13  2,279.75  1,314.11  2,279.24  1,271.14  1,277.14	Proj Reneur  \$ 24,228.81 \$ 24,227.42 \$ 24,257.45