

Russian River Cemetery District

## AGENDA

### Regular Meeting

April 21, 2026 11:00 AM

940 Low Gap Road, Ukiah, CA 95482

<https://russianrivercemetery.com/>

Chair Erin Gardiner • Trustee Jerry Buzzard • Trustee Ronald Ford • Trustee Carolyn Johnson • Trustee Gary Mirata

Office Manager Dana Kornegay • Grounds Foreman Jaymen Cooper

### RULES AND PROCEDURES OF THIS BOARD

This agenda has been prepared and posted at least 72 hours prior to a regular meeting or 24 hours prior to a special meeting of the Board of Trustees in accordance with the Ralph M. Brown Act. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-thirds (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the District after the agenda was posted. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference during normal working hours at the District Office.

### REASONABLE ACCOMMODATIONS

In compliance with the Americans with Disabilities Act, persons needing a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, may contact the Office Manager, at (707) 462-8012 or by email to [russianrivercemetery@gmail.com](mailto:russianrivercemetery@gmail.com) at least 48 hours prior to the meeting.

#### 1. Call to Order

A. Roll Call

#### 2. Public Comments

The Board of Trustees of the Russian River Cemetery District appreciates and encourages public interest and welcomes comments and opinions at its meetings. Members of the public wishing to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the length and number of public comments and presentations.

#### 3. Consent Agenda

Discussion  Possible Action  [Comment](#) [View Item](#)

**All items listed on the Consent Agenda are considered routine and may be approved in one motion.**

Approval of Minutes: February 17, 2026 Regular Board Meeting and March 19, 2026 Special Board Meeting

#### 4. Correspondence

Discussion  [Comment](#) [View Item](#)

A. Auditor's Notice – LAFCO Annexation (City of Ukiah Corporation Yard)

Auditor-Controller notice regarding LAFCO File A-2025-06, including estimated property tax revenue and required tax exchange negotiations.

B. GSRMA Board Meeting Update – March 2026

Communication from Rick Beale, GSRMA Vice President, summarizing March 2026 GSRMA Board Meeting updates, including member engagement, financial status, and training opportunities.

#### 5. Office Manager's Monthly Report

Discussion  [Comment](#) [View Item](#)

A. Financial statements presented for February and March 2026

B. RMAP Results:

The District achieved the maximum 10% score under the Risk Management Accreditation Program (RMAP), administered by GSRMA, which awards up to 10% of a member's annual contribution.

The District will be awarded \$6,534.70 for participating in the program.

#### 6. Investment Committee Report

Discussion  [Comment](#) [View Item](#)

Stifel Investment financial reports presented for February and March 2026

#### 7. Grounds Foreman's Monthly Report

Discussion  [Comment](#)

A. Burials for month and year to date

B. Grounds maintenance

#### 8. Cal Card Spending Limit Increase – Grounds Staff

Discussion  Possible Action  [Comment](#)

Discussion and possible action to increase the Cal Card spending limit for Grounds Persons Robert Sturges and Sergio Hernandez, currently set at \$1,000.

#### 9. Endowment Care Policy

Discussion  Possible Action  [Comment](#)

Discussion and possible action to adopt an Endowment Care Policy to ensure compliance with California Health and Safety Code and establish requirements for the collection, verification, and

deposit of endowment care funds.

#### 10. Recovered Endowment Cutoff Date

Discussion  Possible Action  [Comment](#) [View Item](#)

Discussion and possible action to establish a cutoff date for requiring recovered endowment on plots where prior collection or proper deposit of endowment care funds into a restricted endowment care fund cannot be verified.

Legal counsel has advised that the District may establish a cutoff date to ensure consistency and compliance with California Health and Safety Code.

#### 11. Endowment Fee Adjustment

Discussion  Possible Action  [Comment](#) [View Item](#)

Discussion and possible action to:

- Increase the lawn endowment fee, currently set at \$295 per grave.
- Update the recovered endowment fee for full graves, currently set at \$390.00, to match the District's standard endowment care fees (\$250 for gravel/rock graves and \$295 for lawn graves), with the understanding that recovered endowment will adjust automatically with any future Board-approved changes.

#### 12. Trustees Comments

Discussion  [Comment](#)

#### 13. Adjournment

Next Regular Meeting - May 19, 2026

**Posted 2:59 pm on April 17, 2026**