

**CITY OF ISSAQUAH
Cemetery Board**

5:00 PM
February 13, 2025

Lewis House, 115 SE Bush
Street, Issaquah

MINUTES

BOARD AND ADMINISTRATIVE PERSONNEL PRESENT

Board members:
Randal Darst, Chair
Jean McMullan
Barbara Wood
Charlie Kinnune

Administration/Staff:
Rick Still, Assistant Director, Parks &
Community Services

SPECIAL MEETING

- a) *Please note, this agenda also serves as the special meeting notice pursuant to RCW 42.30.080.*

Location: This meeting will be held at the Lewis House, 115 SE Bush Street, Issaquah WA 98027.

CALL TO ORDER

Chair Randy Darst called the meeting to order at 5:00 PM.

APPROVAL OF MINUTES

- a) Minutes of Nov. 7, 2024

AUDIENCE COMMENTS

REPORTS / REQUESTS

- a) **Cemetery Partner Report**
Presented by:
Allen Flintoft, Flintoft Representative

Cemetery Partner Allen Flintoft provided a copy of the 2024 Year End Financial and Gravesites Sold Reports.

- b) **Monthly Staff Inspection**
Presented by:
Rick Still, Assistant Director of Parks & Community Services

Mr. Still reviewed the Cemetery inspection forms. He discussed the November storm related damages. The Lower Cemetery exit gate is the most costly item and that staff are working to get contractor quotes to replace the gate.

c) **Monthly Budget Report**

Presented by:

Rick Still, Assistant Director of Parks & Community Services

Mr. Still reviewed the monthly budget report which happens to be a 2024 Year End Financial Report. He stated that revenue came in higher and expenditures were lower than the proposed budget.

AGENDA ITEMSa) **Capital Improvement Plan Update**

Presented by:

Rick Still, Assistant Director of Parks & Community Services

Mr. Still reviewed the Capital Improvement Plan Update. He did mention that since the agenda packet was put together the contractor finished the bottom piece of cladding and removed the tape from the Columbaria.

b) **Review Rules & Regulations**

Presented by:

Randy Darst, Cemetery Board Chair

Chair Randy Darst led a discussion reviewing the Rules and Regulations. Mr. Darst and Cemetery Partner Allen Flintoft will work together to make sure the proposed changes will work with the Cemetery Partner's operations.

OTHER BUSINESS / ANNOUNCEMENTS**ADJOURNMENT**

The meeting was adjourned at X:XX PM.

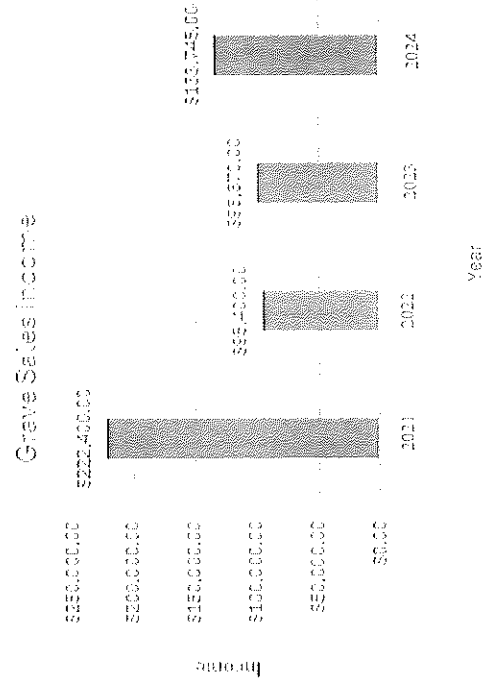
INQUIRIES

Cemetery Sales Report 2024

		2024	
	Price	Graves Sold	Income
Section 2	\$2,875.00	12	\$34,500.00
Full	\$2,300.00	13	\$29,900.00
Half	\$1,380.00	19	\$26,220.00
Niche	\$1,725.00	25	\$43,125.00
Total Graves		69	\$133,745.00
Casket Maint	\$400.00	26	\$10,290.00
Urn Maint	\$310.00	75	\$23,250.00
TOTAL SALES			\$167,285.00

Income from Grave Sales 2021 - 2024

		GRAVE SALES INCOME			
		2021	2022	2023	2024
Full	\$208,000.00	\$208,000.00	\$75,000.00	\$74,100.00	\$64,400.00
Half	\$14,400.00	\$14,400.00	\$20,400.00	\$22,920.00	\$26,220.00
Niche				\$1,650.00	\$43,125.00
Total	\$222,400.00	\$222,400.00	\$95,400.00	\$98,670.00	\$133,745.00



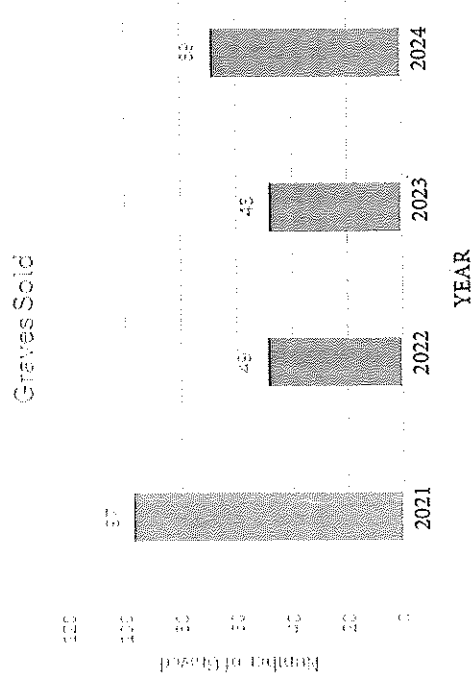
Grave Sales Annually

GRAVE SALES 2021 - 2024

GRAVE SALES

	2021	2022	2023	2024
Full	85	32	28	25
Half	12	17	19	19
Niche			1	25

Total 97 49 48 69



FLINTOFT'S

Funeral Home and Crematory
Family owned and operated since 1938

AVAILABLE GRAVES

	Full	Full c/o	Half	Niche
Lower Hillside				
Section 1	37	17		145
Section 2	7	7		28
Section 3/4	15	2		1
Section 5	5			2
Section 6	13			14
Section 8	3			
Section 9				
Section 10				
<i>Total Lower:</i>	80	28		190
7E				15
7W				24
12E				12
12W				19
14E				
14W				
15E				23
15W				23
16E				20
16W				23
<i>Total Niches:</i>				158
Upper Hillside				
Section 1	12	14		8
Section 2	1046			49
<i>Total Upper:</i>	1058	14		57
TOTALS	1138	42	247	158