

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SARATOGA CEMETERY DISTRICT

April 22, 2020

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: 5:00 pm

ROLL CALL: Trustees present: Norman Koepernik, Sue Fitzpatrick,
Lisa Oakley. Trustees absent: Vicky Bosworth, Sheila Couch.
Staff present: Steve Albright

GUESTS PRESENT: none

PUBLIC COMMENT TIME

(This is the opportunity for individuals to make and/or submit written or oral comments to the Board on any item within the purview of the Board, which are NOT part of the Agenda. No action on the item may be taken, but the Board may request the matter be placed on a future agenda.) None

CONSENT CALENDAR

(The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any item may do so by raising their hand to be recognized by the President.)

- 1) Minutes from the February 2020 Board Meeting
- 2) Manager's Report: February and March 2020
- 3) Financial Report: February and March 2020
- 4) Check Register: February and March 2020
- 5) Stifel Investments:
 - a) Endowment Care:
 - b) Endowment Care Interest:
 - c) Land Acquisition:
 - d) Pre Need:

Sue Fitzpatrick moved to accept the Consent Calendar as presented. Motion second by Lisa Oakley. Unanimous.

REGULAR AGENDA ITEMS

1) Cemetery tour and discuss developing blocks 85,86,87,88: Steve Albright led a tour of the cemetery addressing basic interment operations in monument areas. Steve also addressed the current design of blocks 85-88. The current design blocks equipment access due to the fencing on the south end of block 88 and monuments on the north end of block 85. The Board realized that there should be some design changes before these blocks are developed. Changes will be discussed in future Board meetings.

2) Discuss progress of the Cremation Garden: Steve Albright reported that there has not been much progress because the committee has not been able to meet to discuss the final plan.

The District has received permits to remove the three birch trees from the garden.

Steve is still working with Joe Zamlich Construction on the foundation bid.

3) Review AR 502-1 and AR 502-2: Upon discussion the Board decided to charge a \$400.00 cremation handling fee for cremations that require removal to allow a casket interment in the same grave. A cremation handling fee will be added to the price list. AR502-1 and AR 502-2 will be revised. The first reading of AR502-1 and AR502-2 will be held at the May Board meeting.

4) Review Health and Safety codes addressing interment rights and Burial Rights Successor Affidavit document: A revised version of the District's Burial Rights Successor Affidavit has been completed and reviewed by District counsel Kirsten Powell. The finished document was presented to the Board as an informational review only.

No action taken.

5) Review Health and Safety Codes 9061(2) and 9068(b): No action taken. The Board will discuss at the May Board meeting.

6) Discuss letters from Anooshiravan Mostowfipour and Mojdeh Mortazari: The Board discussed letters from District resident's Anooshiravan Mostowfipour and Mojdeh Mortazari requesting permission to purchase a total of 5 interment spaces. According to AR 502 each District household is restricted to 4 interment spaces, unless they obtain the Board's approval.

Sue Fitzpatrick moved to deny both party's request to purchase 5 interment spaces. Motion 2nd by Lisa Oakley. Unanimous.

7) Discuss Irrigation Fertilization: No action taken. Forward to May agenda.

8) Manager's Report:

a) The Saratoga Foothill Club will not conduct a traditional Memorial Day Service this year at Madronia Cemetery. They will pursue an online program.

9) Agenda items for next Board meeting:

Agenda items:

- 1) Review progress of Cremation Garden.
- 2) First reading of A.R. 502-1 and A.R 502-2.
- 3 Review Health and Safety codes 9061(2) and 9068(b)
- 4) Discuss the development of blocks 85, 86, 87,88.
- 5) Discuss Irrigation Fertilization program.
- 6) Review 2020-2021 Budget for approval.
- 7) Manager's Report.
- 8) Agenda items for next Board meeting.

NEXT BOARD MEETING: May 27, 2020 at 5:00 pm

AJOURNMENT 6:08 pm

- Any disclosable public records related to an open session item on the agenda and distributed to all or a majority of the Commissioners less than 72 hours prior to that meeting are available for public inspection at the business office located at 14766 oak Street, Saratoga, California, during normal business hours.
- In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the District Secretary 24 hours prior to the meeting at (408) 867-3717.

Minutes by: Steve Albright

Norman Koepernik, Chairman

Lisa Oakley, Vice Chairperson

Sue Fitzpatrick, Trustee

Sheila Couch, Treasurer

Vicky Bosworth, Trustee