

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING AND CLOSED SESSION

OF THE BOARD OF DIRECTORS OF
THE SARATOGA CEMETERY DISTRICT

February 22, 2023

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: 5:00 pm

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

GUESTS PRESENT: Brett Stange

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.) No Comments.

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 January 2022 Board Meeting
- 2) Manager's Report: January 2022
- 3) Financial Report: January 2022
- 4) Check Register: January 2022

5) Stifel Investments: January 31, 2023

- a) Endowment Care: 2.95%
- b) Endowment Care Interest: 2.97%
- c) Land Acquisition: 2.77%
- d) Pre Need: 2.73%

Norman Koepernik moved to accept the consent calendar as presented. Motion seconded by Lisa Oakley. Unanimous.

REGULAR AGENDA ITEMS

1) Obtain approval to hire realtor for Saratoga Cemetery District:

Norman Koepernik moved to allow Brett Stange to represent Saratoga Cemetery District in real estate transactions. Motion seconded by Lisa Oakley. Unanimous.

Brett researched the property at 21511 Congress Springs Road and reported the following:

- a) During periods of heavy rain the property drains well.
- b) The property is part of a home owners association with CC&R's.
- c) The property contains a large open space easement.

Norman reported he confirmed with Westfall Engineering that easements can be removed.

Brett Stange will forward Steve Albright the easements for the Board to review.

2) Closed Session: Conference with Real Property Negotiator.

- a) Property: 21511 Congress Springs Road, Saratoga, CA
- b) Agency negotiator: Steve Albright
- c) Staff attending: Executive Director, District Counsel.

No Closed Session

3) Reconvene into open session: Report on closed session.

No report

4) Review Wreaths Across America Mobil Education program: The Wreaths Across America Mobil unit was in Saratoga on January 28, 2023. 23 Vietnam veterans were welcomed home and there were 115 visitors.

5) Discuss Board Acquisition: Steve Albright suggested the Board contact the City of Saratoga to inquire if the City of Saratoga could donate or sell the District land for a cemetery.

6) Review progress of Tranquility Cremation Garden: Steve Albright presented the Board with information on concrete benches. The Board will consider concrete benches for Tranquility Garden. The Board will discuss concrete benches at the next Board meeting.

Steve also reported the Podocarpus tree staking has been completed and next they will be topped and shaped.

7) Review progress of Block 76: No action taken. The Board will schedule a special meeting March 8, 2023 at 4:00 pm.

8) Discuss Health and Safety Code Endowment Care legislation: Upon review the Board concluded the current endowment care fees of the District fulfill the Health and Safety code requirement. No action taken.

9) Manager's report:

a) Steve Albright is recruiting a candidate for the Assistant Manager position.

10) Agenda Items for the next Board meeting.

Agenda items:


- 1) Discuss land acquisition
- 2) Review progress of Tranquility Garden.
- 3) Discuss development of Block 76 design work.
- 4) Manager's report.
- 5) Agenda items for next Board meeting.

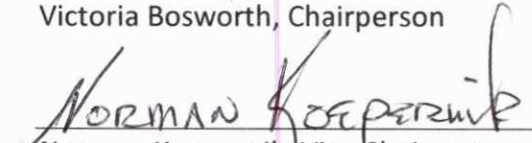
NEXT REGULAR BOARD MEETING: March 22, 2023 at 5:00 pm

AJOURNMENT: 6:10

- 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


Victoria Bosworth, Chairperson


Norman Koepernik, Vice Chairperson


Sue Fitzpatrick, Trustee


Lisa Oakley, Treasurer

, Trustee