

*Saratoga Cemetery District*  
**Board of Trustees**  
Minutes Sept 1, 2010  
Oak Street School, Multi-Purpose Room  
14592 Oak Street, Saratoga, CA 95070

**1. CALL TO ORDER:**

1.1 Meeting called to order at 5:00 p.m. by Chairman Jim Sorden.

**2. ROLL CALL:**

2.1 Trustees present: Jim Sorden, Judy Johnstone, Gregory Fox, Victoria Bosworth,  
. Staff present: Tim Zadel.

**3. CEREMONIAL ITEMS:** The president of the Saratoga Historical Society presented to Jim Sorden a Congressional Certificate, signed by Anna Eshoo, in recognition of Saratoga Cemetery's historical presence in the life story of Mary Brown, wife of John Brown the famous abolitionist. Also present: Mrs Libby, author of 3 books on Mary Brown, the great grandson of John Brown, the great-great grandson of John Brown, and a National Park Ranger representing the National Historic register for the Underground Railroad.

**4. PUBLIC PARTICIPATION:**

4.1 16 members of the public attended.

**5. CLOSED SESSION:** A closed session was held at 4:30, in the district offices, to discuss negotiations on the utility easement.

**6. AGENDA CHANGES:**

6.1 Trustee Bosworth moved to add an agenda item of subsequent need regarding the remodel of a neighboring house. Trustee Johnstone 2<sup>nd</sup>. Approved. Discussion ensued as to the Districts position on the proposed additions to a home on Lomita Ave which is within 500 ft. of cemetery property. No action was taken

**7. COMMUNICATIONS:**

7.1 Written: Staff presented: 2 partial call notices; 1 letter from the City of Saratoga providing opportunity to respond to the construction/re-build of a neighboring house. See above discussion.

7.2 Oral: There have been many more visitors to the cemetery since the article on Mary Brown's grave was in the Mercury News.

7.3: Chairman Sorden made two statements: 1) regarding former Trustee Hopkins and possible reimbursement for legal fees: the office just received the packet with all the information from the FPPC and her lawyer last week. It has been forwarded to the insurance company to see what pieces may be covered. As soon as we have more information, the board can make a decision. 2) the board is not interested in acquiring anybody's property for expansion, and has no intention of building any structures.

**8. CONTRACTORS AND PURVEYORS ATTENDING:**

8.1 Mike Dillon; Design Focus

**9. GROUNDSKEEPING AND MAINTENANCE REPORT:**

9.1 Staff reported that the foundations for the new niche banks have been dug. A new wheel was purchased for the back hoe. There were 16 burials in August.

## 10. CONTINUING BUSINESS:

10.1 Staff reported annual returns on the District's four investment accounts: not much change from last month. Interest yields are between 4.02%-4.30%.

10.2 Continuing review of cemetery development and design concepts: Rebecca Dye Associates and Mike Dillon Associates were present to give overview of design elements to far. The overall reaction to the concepts and process was very positive. Several elements were voted on:

Resolved: Trustee Sorden moved to approve 'concept 1' as presented. Trustee Johnstone 2<sup>nd</sup>. Approved.

Resolved: Trustee Bosworth moved to approve 'option B' for the inner circle. Trustee Sorden 2<sup>nd</sup>. Approved.

Resolved: Trustee Sorden moved to approve the concept of a shallow, recalculating water feature. Trustee Bosworth 2<sup>nd</sup>. Approved.

Resolved: The board agreed by consensus that it approved the concept of the bell garden as proposed and will make a final decision after further discussion.

Resolved: Trustee Bosworth moved to approve the pervious interlocking paving stone to be used around the circle and the entry to the new property; the remainder of the road to be asphalt. Trustee Sorden 2<sup>nd</sup>. Approved.

Resolved: Trustee Bosworth moved to approve Cameron Light Tumbled Ashler stone for the inner circle; and Cameron Light Random flagstone for the bell garden. Trustee Sorden 2<sup>nd</sup>. Approved.

Resolved: Trustee Sorden moved to approve Willow Creek stone and Sierra Granite Boulders for the wall around the fir tree. Trustee Johnstone 2<sup>nd</sup>. Approved.

Resolved: Trustee Bosworth moved to approve the stone/brick concept for the niches. Trustee Johnstone 2<sup>nd</sup>. Approved.

Resolved: Trustee Sorden moved to approve the design feature of the arches, but we are not approving construction at this time. Trustee Bosworth 2<sup>nd</sup>. Approved.

Resolved: Trustee Sorden moved to approve the concept design as suggested by Mike Dillon on 'Scope of Work sheet #2' dated 9/1/10 which included layout of the road and raised and flat markers. Trustee Bosworth 2<sup>nd</sup>. Approved.

Resolved: Trustee Sorden moved to complete the irrigation system of the entire Sister's property, but to fully develop only the area Northeast of the road, including the circle, bell garden, and paths. Trustee Johnstone 2<sup>nd</sup>. Approved.

Resolved: Trustee Sorden moved to hold a special meeting to possibly approve bids for construction documents from all current contractors at 5:00 pm, Wed. Sept 8<sup>th</sup>. Trustee Bosworth 2<sup>nd</sup>. Approved.

10.3 Discussion of status of utility easement: no new information. No progress made.

10.4 Second reading of Harassment Policy revision –BP 302: Trustee Bosworth moved to approve with the typographical correction. Trustee Johnston 2<sup>nd</sup>. Approved.

10.5 Second reading Discrimination & Harassment Complaint Procedure – AR 302: Trustee Sorden moved to Approve. Trustee Fox 2<sup>nd</sup>. Approved.

## 11. NEW BUSINESS:

11.1 No new business

## 12. ADJOURNMENT:

13.1 Adjourned at 7:52pm. Moved by Trustee Fox to Adjourn, 2<sup>nd</sup> by Trustee Johnstone. Approved

Respectfully submitted and revised  
Victoria Bosworth

**Gary T.S. Reed, General Manager**

**James Sorden, Chairman**

**Judy Johnstone, Vice Chairman**

**Greg Fox, Financial Chairman**

**Victoria Bosworth, Trustee**