

Saratoga Cemetery District
Board of Trustees
Minutes August 22, 2012
Oak Street School, Multi-Purpose Room
14592 Oak Street, Saratoga, CA 95070

1. CALL TO ORDER:

1.1 Meeting called to order at 5:01 p.m. by Chair Judy Johnstone

2. ROLL CALL:

2.1 Trustees present: Judy Johnstone, Victoria Bosworth, James Nunn, Debra Cummins
Staff present: Attorney Anthony Condotti, Gary Reed.

3. APPROVAL OF MINUTES OF LAST MEETING:

3.1 Trustee Cummins moved to approve the minutes of the meeting held July 25 as mailed. Second by Trustee Nunn. Approved.

4. PUBLIC PARTICIPATION:

4.1 1 member of the public attended.

5. AGENDA CHANGES:

5.1 Item 11.2 "Review of Assistant Manager and Administrative Assistant compensation" removed.

6. COMMUNICATIONS:

6.1 Written: There were two buy notices for the bonds in our portfolio

6.2 Oral: None.

7. CONTRACTORS AND PURVEYORS ATTENDING:

7.1 None

8. GROUNDSKEEPING AND MAINTENANCE REPORT:

8.1 Staff reported that: 1) Trees were trimmed along border between old/new sections of cemetery 2) the fall color change has been completed 3) there were bees in the ground that had to be exterminated 4) the brick columns at the gate were hit again. Have the taillight piece from vehicle 5) there was a broken water line. Used the backhoe to dig it up and repair it 6) large limb broke off an oak tree at entrance to new section and broke a hose bib. 7) the new BSM system and server should be in the office in a few weeks 8) hired a professional rodent control person to capture the raccoon digging up the new sod

9. CONTINUING BUSINESS:

9.1 Staff reported annual returns on the District's four investment accounts: Capitol Improve: 3.33%, Endowment Principal: 3.48%, endowment interest: 3.35%, Pre-need: 3.55%

9.2 Status of reconveyance of utility easement: Tony Condotti reported that PGE finally

replied to continued contact by his office. Hopefully there will be some action.

9.3 Status of SND development: rose bushes are installed, a tree has been replaced that died, Manager Reed will be learning about the fountain and the timer this week, still need the curbs marked.

9.4 Discussion of brochure: Trustees Bosworth and Nunn presented more ideas for the brochure. Suggestions were made. Work will continue on selecting photos and layout.

9.5 Discussion of fountain tile: Manager Reed will ask if the granite wheel can be lowered. If the wheel can be lowered, there was consensus that the tile will be fine. There was also discussion about working with the water pressure to see what difference less pressure would make to the sound/look of the fountain; as well as more pressure. Currently no decision on replacing/covering the blue tile.

10. NEW BUSINESS:

10.1 Discussion of LAFCO membership: continued discussion about value of encouraging the Special Districts Assn. to hold 2 seats on the LAFCO board, especially due to a civil grand jury report of 2011 which specifically listed the Saratoga Cemetery District as obsolete. No action taken.

11. CLOSED SESSION:

11.1 The Scheduled closed session was cancelled.

12. BOARD SIGNATURES:

12.1 Board signed Minutes of Last Meeting, Certificates of Ownership of Burial Rights and checks.

13. ADJOURNMENT:

13.1 Adjourned at 5:50 pm.

Respectfully submitted,
Victoria Bosworth

Judy Johnstone, Chairman

Victoria Bosworth, Vice Chairman

James Nunn, Financial Chairman

Debra Cummins, Trustee

