

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING

OF THE BOARD OF DIRECTORS OF
THE SARATOGA CEMETERY DISTRICT

May 25, 2022

14766 Oak Street, Saratoga, California

5:00 pm

CALL TO ORDER: 5:03 pm

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

GUESTS PRESENT: Tiger Teerlink

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 April 2022 Board Meeting
- 2) Manager's Report: April 2022
- 3) Financial Report: April 2022
- 4) Check Register: April 2022
- 5) Stifel Investments: April 30, 2022
 - a) Endowment Care: 2.58%
 - b) Endowment Care Interest: 2.47%
 - c) Land Acquisition: 2.36%
 - d) Pre Need: 2.22%

Norman Koepernik moved to accept the Consent Calendar as presented. Motion seconded by Lisa Oakley. Unanimous.

REGULAR AGENDA ITEMS

1) Discuss Land Acquisition: The Board invited Tiger Teerlink to report on listing of the 22200 Mt. Eden Rd. property. Tiger reported that the property is currently on the market for \$5,999,000. Tiger also addressed questions about the property previously submitted from the Board.

After all questions were addressed the Board concluded that no action will be taken at this time.

Tiger then described various properties that had once been on the market and did not sell. He would like to contact the owners of these properties to determine if they would still be interested in selling their properties.

The Board would like Tiger to pursue this activity and report at the June Board meeting.

2) Audit Report: No report. Schedule report for June Board meeting.

3) Review progress of Tranquility Cremation Garden: Steve Albright reported he has invited Floraterra Landscaping to design and bid on installation of the irrigation system for the cremation garden.

The District began sales of the Tranquility niches on May 2, 2022.

- 4) Discuss progress of Block 76 development: Steve Albright has notified Lees +Associates that the Board has accepted their proposal. The District is waiting to receive the contract for signatures.
- 5) Review and pass 2022-2023 Budget: The board reviewed the proposed budget. Norman Koepernik moved to accept 2022-2023 budget as presented. Motion seconded by Lisa Oakley. Unanimous.
- 6) Review and act on letter from Huimin Mu: The Board reviewed the letter from Huimin Mu requesting the Boards permission to purchase 8 interment rights for her family. The Board referred to A.R. 502 which limits the purchase of interment rights to 4 per household and denied her request.
- 7) Review and act on letter from Chitao Yuan: The Board reviewed the letter from Chitao Yuan regarding the donation of rare Japanese Maple trees to the District. The Board would like to accept his offer. Norman Koepernik will contact Mr. Yuan to discuss the details of the donation.
- 8) Review Electric Vehicle Policy: Steve Albright reviewed the Electric Vehicle Policy included in the Board packet.

The Board would like Steve to create and new Board Policy and Administrative Requirement to present for a first reading at the June Board meeting.

9) Manager's report:

- a) Memorial Day observance service will be held on May 30th at 10:00 am.

10) Agenda items for next Board meeting:

Agenda items:

- 1) Auditor's conference
- 2) Discuss land acquisition.
- 3) Review progress of Cremation Garden.
- 4) Discuss development of Block 76 design work.
- 5) Discuss response from Chitao Yuan.
- 6) First Board Policy reading of Electric Vehicle Policy.
- 7) First Administrative Requirement reading of Electric Vehicle Policy.
- 8) Manager's report
- 9) Agenda items for next Board meeting.

NEXT BOARD MEETING: June 22, 2022 at 5:00 pm

AJOURNMENT: 6:11 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

Sue Fitzpatrick, Chairperson

Victoria Bosworth, Vice Chairperson

Lisa Oakley, Trustee

Norman Koepernik, Treasurer

, Trustee

