

# SARATOGA CEMETERY DISTRICT

## MINUTES

REGULAR MEETING

OF THE BOARD OF DIRECTORS OF  
THE SARATOGA CEMETERY DISTRICT

September 28, 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, 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 August 2022 Board Meeting
- 2) Manager's Report: August 2022
- 3) Financial Report: August 2022
- 4) Check Register: August 2022

5) Stifel Investments: August 31, 2022

- a) Endowment Care: 2.81%
- b) Endowment Care Interest: 2.65%
- c) Land Acquisition: 2.49%
- d) Pre Need: 2.18%

Norman Koepernik moved to accept the Consent Calendar as presented. Motion seconded by Vicky Bosworth. Unanimous.

**REGULAR AGENDA ITEMS**

1) Discuss Land Acquisition: Brett Stange reported on the property at 21511 Congress Springs Road. The property is 13.15 acres with an asking price of \$12,990,000. The property includes one modest home in poor condition, city water, electricity and city sewer.

The Board will schedule a special meeting to tour the property.

2) Review progress of Tranquility Cremation Garden: Floraterra Landscaping will begin installing the cremation monuments, mainline, soil removal, final grade and wood chips on Thursday September 29, 2022.

3) Discuss progress of Block 76 development: No action taken.

The Board will schedule a Special meeting to review and discuss the two concept drawings.

4) Review and motion of Board resolution 2022-3: The Board reviewed Board resolution 2022-3. Vicky Bosworth moved to accept Board Resolution 2022-3 as written. Motion seconded by Lisa Oakley. Unanimous.

5) Manager's report:

a) Steve Albright proposed the thought of hiring an Assistant Manager three days a week. Steve feels that a part time Assistant Manager will be beneficial to the District and has had some interest expressed by a potential candidate.

Once an Assistant Manager is in place, the hours of Jesse Cardenas will be reduced to three days a week.

The Board is supportive and would like Steve Albright to pursue hiring an Assistant Manager.

7) Agenda Items for the next Board meeting.

**Agenda items:**

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

**NEXT REGULAR BOARD MEETING: October 26, 2022.**

**AJOURNMENT: 5:57 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  
Sue Fitzpatrick, Chairperson

Victoria Bosworth  
Victoria Bosworth, Vice Chairperson

Lisa Oakley  
Lisa Oakley, Trustee

Norman Koepnick  
Norman Koepnick, Treasurer

\_\_\_\_\_  
, Trustee