



DRAFT MINUTES CEMETERY BOARD – Special Meeting

3:30 PM – Thursday, May 17, 2018

Lower Hillside Cemetery Section 8, Issaquah WA

Staff: Brian Berntsen, Matt Mechler

Present: Randal Darst, Barb Wood, Karen Luecking, Tyler Malmberg (absent)

Cemetery Partner: Allen Flintoft

Excused: Emily Cha

1. CALL TO ORDER

- a. Chairperson Darst called the meeting to order at 3:42 PM.

2. APPROVAL OF MINUTES

- a. The minutes of April 2, 2018 were approved as written. Board member Luecking **MOVED** to approve the minutes, Board member Wood **SECONDED**, and **MOTION CARRIED 3-0**.

3. AUDIENCE COMMENTS

- None

4. REPORTS/REQUEST

- a. **Cemetery Partner**
Presented by:
Allen Flintoft, Flintoft Representative

b. Monthly Staff Inspection

Presented by:
Matt Mechler, Parks Operations Supervisor

c. Monthly Budget Report

Presented by:
Brian Berntsen, Deputy Director

- Cemetery invoices reviewed and approved by Board.

5. AGENDA ITEMS

a. Private Columbarium Proposal, (A)

Presented by:
Randal Darst, Chair

- Board member Luecking **MOVED** to approve a half grave to be sold in the lower Cemetery, section 8, row 23, gravesite 10, to the Pegan family. Standard marker rules apply and no upright markers approved. Board member Wood **SECONDED**, and the **MOTION CARRIED 3-0**.

b. Hillside Upper and Lower Cemetery Walking Tour, (I)

Presented by:
Brian Berntsen, Deputy Director
Matt Mechler, Parks Operations Supervisor

6. OTHER BUSINESS / ANNOUNCEMENTS

- a. The next meeting is currently scheduled for June 7, 2018 at 6:30 PM in the Parks Administration Building.

7. ADJOURNMENT

Board Member Luecking **MOVED** to adjourn at 5:30 PM, Board Member Darst **SECONDED**, and the **MOTION CARRIED 3-0**.