

**CITY OF ISSAQUAH
Cemetery Board**

6:30 PM
April 7, 2022

Virtual Meeting

MINUTES

BOARD AND ADMINISTRATIVE PERSONNEL PRESENT

Board members:

Randal Darst, Chair
Anthony Bolton
Cyndy Lipe
Jean McMullan (excused absence)
Barbara Wood

Administration/Staff:

Rick Still, Parks Operations Manager
Matt Mechler, Parks Operations Supervisor
Chris Grabowski, Deputy City Clerk

Due to the Governor's Proclamation 20-28 related to the COVID-19 emergency and open public meetings, this meeting is being held remotely.

Join by Computer

- Webex Events [attendee meeting link](#)
- If needed, meeting password is 98027
- Access [Webex Guidelines](#)

Join by Phone

- Call 1-206-207-1700, enter meeting number (access code) 2484 770 3443#.

If planning to make verbal comments, please email mattm@issaquahwa.gov.
Submit written comments to cemeteryboard@issaquahwa.gov.

CALL TO ORDER 6:31 PM

- a) Board Membership - McMullan (excused absence)

APPROVAL OF MINUTES

- a) Approval of December, February, and March meeting minutes.
Darst made motion to approve minutes with corrections noted from Wood. 2nd by board Bolton. Motion passed unanimously.

AUDIENCE COMMENTS - None

REPORTS / REQUESTS

- a) **Cemetery Partner Report**

Presented by:
Allen Flintoft, Flintoft Representative (Absence)

No Report

c) **Monthly Staff Inspection**

Presented by:
Matt Mechler, Parks Operations Supervisor

Mowing has started in both cemeteries. Wet areas in section 2 at Upper Cemetery. Staff will hand mow or line trim wet areas in preparation for Easter.

Water has been turned on at both cemeteries and hose bib are activated. Programming irrigation system at Upper Cemetery will occur later, when needed. Sani-can will be ordered for Lower Hillside Cemetery, with monthly service starting in May

d) **Monthly Budget Report**

Presented by:
Rick Still, Parks Operations Manager

Expenditure report was presented. To date, not many expenditures. Budget is currently on track and looking good.

AGENDA ITEMS

a) **Approval of Cemetery Fund Warrants, (A)**

Darst reviewed the warrants with the board.

Bolton moved to approve the warrants as presented. Wood seconded. Approved unanimously.

b) **Report from Sub-Committee/Working Groups, (I), (D)**

- *Columbaria Committee report*
Presented by:
Board Member Wood and Chair Darst

Wood and Darst reported that they had met with Quiring and PCM on niche options. Dar Webb will provide a plan that will include landscaping. Flintoft working with Dar Webb.

- *Family Plot Committee report*
Presented by:
Board Member Lipe

Lipe reported that the committee met with Flintoft's and the plan should include plantings within the buffer.

McMullan and Lipe met also met with a master gardener to get ideas on a plant palette that is both colorful and deer resistant. Current conditions are too wet to lay out a mockup.

OTHER BUSINESS / ANNOUNCEMENTS

- a) Recruitment Terms – May election of Chair and Vice Chair

Darst thanked Bolton for time served on board.

- b) Return to in-person meetings. Most likely will occur in June, TBD.

ADJOURNMENT – 7:08 PM Next meeting is scheduled for May 5th