

**CITY OF ISSAQUAH
Cemetery Board**

6:30 PM
January 5, 2023

MINUTES

BOARD AND ADMINISTRATIVE PERSONNEL PRESENT

Board members:

Randal Darst, Chair
Jean McMullan
Barbara Wood

Administration/Staff:

Jeff Watling, Director of Parks and
Community Services
Rachel Turpin, City Attorney
Tisha Gieser, City Clerk
Rick Still, Parks Operations Manager

CALL TO ORDER

Board Chair Darst called the meeting to order at 6:31 PM. He amended the agenda to add a second Audience Comments after Item 5 B Boards and Commissions Review.

APPROVAL OF MINUTES

- a) The Minutes of January 5, 2023 were approved as written. Board member Wood **MOVED** to approve the minutes, Board member McMullan **SECONDED**, and **MOTION CARRIED** 3-0.

AUDIENCE COMMENTS

Art Commissioner, Bridget Agabra introduced herself and informed the Board that the Art Commission is an available resource.

REPORTS / REQUESTS

- a) **Cemetery Partner Report**

Presented by:

Allen Flintoft, Flintoft Representative

No Written Report and no representative attended the meeting.

- c) **Monthly Staff Inspection**

Presented by:

Rick Still, Parks Operations Manager

Still reviewed the inspection report. He added that the Cemetery was closed for a couple of days due to the ice storm. Additionally, there were a lot of branches that staff cleaned up from the storm the last couple of day.

- d) **Monthly Budget Report**

Presented by:

Rick Still, Parks Operations Manager

Still reviewed the financial statement. He noted that the land survey work and the landscape architects first installment invoices are included in this month's Cemetery Fund warrants review as well as a few utility invoices. A draft copy of the 2023 monthly statement included in the Board packet list the three additional line items that are capital items "CIP" specific. Staff will work on obtaining the interest earned on the Cemetery Fund.

AGENDA ITEMS

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

Board member McMullan **MOVED** to approve the warrants, Board member Wood **SECONDED**, and **MOTION CARRIED 3-0**

b) **Boards and Commission Review**

Presented by:

Jeff Watling, Director of Parks and Community Services

Parks and Community Services Director Watling reviewed the five major IMC changes that were discussed at the last meeting and worked through the "crosswalk" of changes in the agenda packet. City Attorney Rachel Turpin discussed the language changes to the IMC for duplication of state law and replacing older language. City Clerk Tisha Gieser talked about the clean up of the Cemetery Fees that will be moved to a city-wide fee resolution; and discussed the next steps of moving the IMC changes through the City Council process.

(Added) AUDIENCE COMMENTS

Resident Cory Christianson offered comments on the agenda item 5B.

Board member McMullan **MOVED** to recommend the changes to the Issaquah Municipal Code Chapter 2.20 as presented in the Cemetery Board agenda packet, with the addition of adding the word "memorializing" to section 2.20.090 A 4, after "burial options", Board member Wood **SECONDED**, and **MOTION CARRIED 3-0**

OTHER BUSINESS / ANNOUNCEMENTS

Next Meeting is February 2, 2023.

ADJOURNMENT

The meeting was adjourned at 7:49 PM.

INQUIRIES