SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING AND CLOSED SESSION OF THE BOARD OF DIRECTORS OF

THE SARATOGA CEMETERY DISTRICT

October 28, 2026

14766 Oak Street, Saratoga, California

ALL TO ORDER: Sue Fitzpatrick called the meeting to order at 5:02 pm.

ROLL CALL: Present: Norman Koepernik, Sue Fitzpatrick, Vicky Bosworth. Absent: Lisa Oakley.

GUESTS PRESENT: None

PUBLIC COMMENT TIME: (This is the opportunity for individuals to make and/or submit written or oral comments to the Board of Directors 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 Calendar 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 residing Chairperson).

1) Minutes from the September 2026 Regular Board Meeting.
2) Manager's Report: September 2026.
3) Financial Report: September 2026.
4) Check Register: September 2026.

CONSENT CALENDAR CONTINUED:

Stifel Investments: September 30, 2026.

Endowment Care: 4.91 – up .09
Endowment Care Interest: 4.73% - up .04
Land Acquisition: 4.77 – up .06
Land Acquisition (General Fund): 3.28% - up .04
Pre Need: 4.57– up .05

Vicky Bosworth made a motion to accept the Consent Calendar as presented. Motion seconded by Norman Koepernik. Motion carried.

CONVENE INTO CLOSED SESSION: CLOSED SESSION CANCELED

1) **Conference Regarding Real Property Negotiations.**

   Legal Authority: Government Code section 54956.8

   Property 517-04-052, 517-04-053, 517-04-055.

   Staff Present, District Manager

RECONVENE INTO OPEN SESSION: N/A

REPORT ON CLOSED SESSION: N/A

REGULAR AGENDA ITEMS

1) **Discuss Block 76 development:** Steve Albright reported he has four contractors interested in bidding on Block 76 construction project. Bids are due on November 16th.
2) **Review progress of the Lomita property improvements:** Staff is repairing the lawn irrigation system in the back yard and will install sod. The Board discussed the condition of the pool and the benefits of removing or renovating the pool. Vicky Bosworth made a motion to remove the pool. Motion seconded by Norman Koepernik. Motion carried.
3) **Report on the Congress Springs property repair:** Steve Albright reported the flooring work is ready to begin on the bottom floor. Waiting for tenants to agree on a starting date. Steve is waiting on a bid from Freedom Earth works to repair the asphalt the parking area.
4) **Discuss interment of retired flags at Madronia Cemetery:** Steve Albright reported the plaque to commemorate the retired flags has been ordered. Staff would like to organize a ceremony the day retired flags are interred. The Board would like an in ground vault installed for future retired flag interments. Steve Albright will work on creating a vault to use for interring the retired flags.

5) **Discuss Wreaths Across America:** The date for the Wreaths Across America program is December 19th at 11:00 am. SAR and the Boy Scouts will attend to conduct the flag ceremony.
6) **Manager's report:**
    a. Management has instituted a procedure to insure proper endowment care deposits per grave sale.
    b. Management reported that more half graves were developed for sale as inventory of half graves is running low.
    c. Management reported a new law (SB827) has passed this year that requires all California Special District Trustees and Management receive two hours of Fiscal and Financial Literacy training biannually. Management will determine how the Board will complete this training.

7) **Agenda Items for the next Board meeting:**
    1) Discuss Block 76 development.
    2) Review progress of the Lomita property.
    3) Review progress of Congress Springs repairs.
    4) Discuss retired flags placement.
    5) Report on all required District training.
    6) Discuss Wreaths Across America.

NEXT REGUALR BOARD MEETING: November 18, 2026 at 5:00pm

AJOURNMENT: 5:57pm by Sue Fitzpatrick

- 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 accommodations 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

Vicky Bosworth

Vicky Bosworth, Vice-Chairperson

Norman Koepernik

Norman Koepernik, Treasurer

ABSENT

Lisa Oakley, Trustee

,Trustee