

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING AND CLOSED SESSION OF THE BOARD OF DIRECTORS OF THE SARATOGA CEMETERY DISTRICT

June 24, 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 May 2026 Regular Board Meeting.
- 2) Manager's Report: May 2026.
- 3) Financial Report: May 2026.
- 4) Check Register: May 2026.

CONSENT CALENDAR CONTINUED:

5) Stifel Investments: May 31, 2026.

Endowment Care: 4.58 – up .03

Endowment Care Interest: 4.58% - up .07

Land Acquisition: 4.44% - no change

Land Acquisition (General Fund): 3.23% - no change

Pre Need: 4.31– up .28

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

Convene to closed session: 5:04pm

Conference regarding Real Property Negotiations.

Legal Authority: Government Code section 54956.8.

Property: APN: 517-04-055, 517-04-051, 517-04-30, 517-04-064, 517-04-038, 517-04-052, 517-04-054, 517-04-63, 517-04-003, 517-04-053.

Staff Present: District Manager

Reconvene into open session: 5:36pm

Report on Closed Session: No reportable action

REGULAR AGENDA ITEMS

- 1) **Discuss Block 76 plans, development and trees:** Steve Albright report he has not yet received the final design from EDA Land Planning. Once received Steve should be able to sign off on it and construction plans will begin.
Norman Koepernik led the discussion about tree selection. The Board authorized Norman to follow up with Thomas of Specimen Tree Finders to obtain selected trees.
- 2) **Review and discuss progress of the Lomita property repairs and improvement:** Steve Albright reported there has been no progress on the Lomita Property.
- 3) **Report on the Congress Springs property line survey and septic system:** Norman Koepernik reported the survey has been delayed, but will be completed soon. Steve Albright reported that Giant Plumbing has been working on replacing septic lines. There have been several added modifications to the scope of work to ensure the system works properly in the future. All work will be completed by the end of June.
- 4) **Discuss Ethics Training:** Steve Albright reported that Lisa has attempted to complete her ethics training, but was unsuccessful using the website Sandra recommended. Sandra has found a new website for ethics training through the County and will provide the information to the Board.

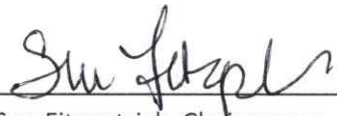
- 5) **Discuss Flower Theft deterrent:** . Steve Albright reported he has not seen Nazi Ghotbi at the cemetery to speak to her about her flower situation. Steve reported he has periodically taken pictures of Nazi's gravesite to compare flower movement. Steve has not detected any differences to the flowers placed.
- 6) **Review and approve 2026-2027 Budget.** Steve Albright distributed the 2026-2027 Budget documents to review. Vicky Bosworth moved to accept the 2026-2027 Budget as presented. Motion seconded by Norman Koepernik. Motion carries.
- 7) **Manager's report:**
 - a. Steve Albright reported he has received a request from Alameda Family Funeral home in Saratoga to provide an area to inter 200 retired US flags collected by a local Girl Scout troop. The Board agreed to add this to the July agenda.
- 8) **Agenda Items for the next Board meeting:**
 - 1) Closed session to discuss real estate negotiations.
 - 2) Closed session for employee reviews.
 - 3) Discuss Block 76 development and trees.
 - 4) Review progress of the Lomita property.
 - 5) Review progress of Congress Springs property survey and septic system.
 - 6) Discuss Ethics training.
 - 7) Discuss flower theft deterrent.
 - 8) Discuss retired flag disposal site.
 - 9) Manager's report.
 - 10) Agenda items for next board meeting.

NEXT REGUALR BOARD MEETING: July 22, 2026 at 5:00pm

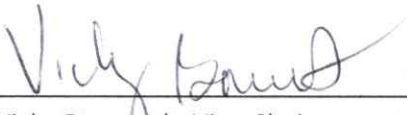
AJOURNMENT: 6:21pm by Sue Fitzpatrick

- 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, Chairperson



Vicky Bosworth, Vice-Chairperson



Norman Koepernik, Treasurer



Lisa Oakley, Trustee

,Trustee