

SARATOGA CEMETERY DISTRICT

MINUTES

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

July 22, 2026

14766 Oak Street, Saratoga, California

ALL TO ORDER: Sue Fitzpatrick called the meeting to order at 5:01 pm.

ROLL CALL: Present: Norman Koepernik, Sue Fitzpatrick, Vicky Bosworth, 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 June 2026 Regular Board Meeting.
- 2) Manager's Report: June 2026.
- 3) Financial Report: June 2026.
- 4) Check Register: June 2026.

CONSENT CALENDAR CONTINUED:

5) Stifel Investments: June 30, 2026.

Endowment Care: 4.58 – no change

Endowment Care Interest: 4.77% - up .19

Land Acquisition: 4.53 – up .09

Land Acquisition (General Fund): 3.24% - up .01

Pre Need: 4.23– down .08

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

Convene to closed session: 5:03pm

1) 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

2) General Manager Evaluation and Employee review.

Reconvene into open session: 5:45pm

Report on Closed Session: No reportable action

REGULAR AGENDA ITEMS

- 1) **Discuss Block 76 plans, development and trees:** Steve Albright presented the latest draft of the Block 76 design to the Board. Vicky Bosworth motioned to approve the design as presented. Norman Koepernik seconded the motion. Motion carried.
Norman Koepernik reviewed the list of trees for Block 76 and presented a proposal to purchase desired trees from Lion Oak Tree Care. The Board removed the London Pine tree and added another Jacaranda tree. Steve Albright is to review the proposal and authorize purchase once agreeable.
- 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:** Steve Albright reported the survey is complete and we have a certification letter from Westfall Engineering. The septic repair is completed. The flooring and laundry room drain repair remains incomplete.
- 4) **Discuss Ethics Training:** Steve Albright reported all ethics training is complete with the exception of Sue Fitzpatrick. Sue will complete the training by the next Board meeting.

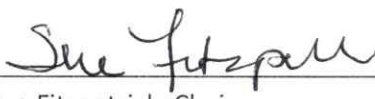
- 5) **Discuss Flower Theft deterrent:** . Steve Albright reported we have not had any missing flowers reported for several months and the flowers at the Ghotobi grave remain consistent as well.
- 6) **Discuss interment of retired flags at Madronia Cemetery:** Steve Albright reported no information has been received from Alameda Family Funeral Home to proceed. Steve will contact Alameda Family Funeral Home to confirm interest.
- 7) **Manager's report:**
 - a. Steve Albright presented a letter and certificate of recognition from the Special District Risk Management Authority acknowledgement of no paid claims in 5 consecutive years.
- 8) **Agenda Items for the next Board meeting:**
 - 1) Discuss and approve employee salary increases.
 - 2) Discuss Block 76 development and tree contract.
 - 3) Review progress of the Lomita property.
 - 4) Review progress of Congress Springs repairs.
 - 5) Discuss Ethics training.
 - 6) Discuss retired flag disposal site.
 - 7) Manager's report.
 - 8) Agenda items for next board meeting.

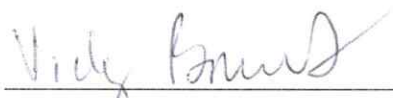
NEXT REGUALR BOARD MEETING: August 26, 2026 at 5:00pm

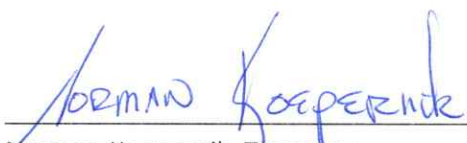
AJOURNMENT: 6:11pm by Sue Fitzpatrick

- 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