

SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS OF

THE SARATOGA CEMETERY DISTRICT

August 26, 2026

14766 Oak Street, Saratoga, California

ALL TO ORDER: Sue Fitzpatrick called the meeting to order at 5:21 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 July 2026 Regular Board Meeting.
- 2) Manager's Report: July 2026.
- 3) Financial Report: July 2026.
- 4) Check Register: July 2026.

CONSENT CALENDAR CONTINUED:

Stifel Investments: July 31, 2026.

Endowment Care: 4.82 – up .24

Endowment Care Interest: 4.67% - down .01

Land Acquisition: 4.63 – up .10

Land Acquisition (General Fund): 3.23% - down .01

Pre Need: 4.53– up .30

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

REGULAR AGENDA ITEMS

- 1) **Discuss and approve employee salary increase:** The Board discussed and considered a cost of living and added responsibility salary increase for all employees. The Board approved a 7% salary increase for Steve Albright and a 5% salary increase for Sandra Gonzalez and Robert Andrade.
- 2) **Discuss Block 76 plans and trees:** Steve Albright reported the trees for Block 76 has been ordered from Oak Lion Tree Care and the construction drawings are complete. Steve will review the drawings and obtain bids.
- 3) **Review and discuss progress of the Lomita property repairs and improvement:** Staff is repairing the existing irrigation system and installing a new drip irrigation system as needed to support the trees and shrubs.
- 4) **Report on the Congress Springs property repair:** Steve Albright reported the flooring replacement is ready to begin. Once it is complete the Laundry room drain will be corrected.
- 5) **Discuss Ethics Training:** Steve Albright reported all ethics training is complete.
- 6) **Discuss interment of retired flags at Madronia Cemetery:** Steve Albright reported the amount of ash residue remaining from the 200 retired flags is the size of a shoebox. The Board discussed interring the retired flags under the old entrance arch in Block 49. The Board also considered placing a granite memorial at the site to honor the retired flags.
- 7) **Manager's report:**
 - a. Steve Albright suggested the Board should include a closed session to discuss property negotiations for the September Board meeting following a report from District Realtor, Brett Stange. The Board agreed to include a closed session for the September meeting.
 - b. Steve Albright reported several of the new interment right holders in Block 75 are requesting a tree for the area. The Board will consider a tree donation for Block 75. This will be added to the September Agenda.

8) Agenda Items for the next Board meeting:

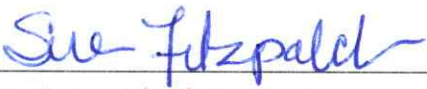
- 1) Discuss Block 76 development.
- 2) Review progress of the Lomita property.
- 3) Review progress of Congress Springs repairs.
- 4) Discuss retired flags placement.
- 5) Closed session to discuss property negotiations.
- 6) Review tree donation request information for Block 75.

NEXT REGULAR BOARD MEETING: September 23, 2026 at 5:00pm

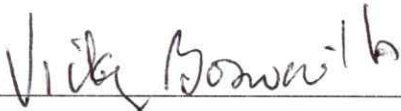
ADJOURNMENT: 6:08pm by Sue Fitzpatrick

- 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.

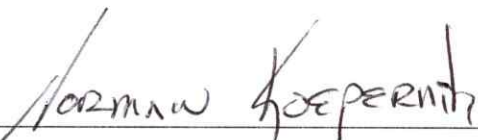
Minutes by Steve Albright



Sue Fitzpatrick, Chairperson



Vicky Bosworth, Vice-Chairperson



Norman Koepernik, Treasurer

Lisa Oakley, Trustee

,Trustee