SARATOGA CEMETERY DISTRICT

MINUTES

REGULAR MEETING AND CLOSED SESSION

OF THE BOARD OF DIRECTORS OF

THE SARATOGA CEMETERY DISTRICT

September 30, 2026

14766 Oak Street, Saratoga, California

ALL TO ORDER: Sue Fitzpatrick called the meeting to order at 5:00 p.m.

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 August 2026 Regular Board Meeting.
2) Manager's Report: August 2026.
3) Financial Report: August 2026.
4) Check Register: August 2026.

CONSENT CALENDAR CONTINUED:

Stifel Investments: August 31, 2026.

Endowment Care: 4.82 – No change
Endowment Care Interest: 4.69% - up .02
Land Acquisition: 4.71 – up .08
Land Acquisition (General Fund): 3.24% - up .01
Pre Need: 4.52– down .01

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

CONVENE TO CLOSED SESSION: 5:02 PM

1) **Conference Regarding Real Property Negotiations**
   Legal Authority: Government Code section 54956.8
   Property 517-04-052
   Staff Present, District Manager

RECONVENE TO OPEN SESSION: 5:31 PM

REPORT ON CLOSED SESSION: No reportable action

REGULAR AGENDA ITEMS

1) **Discuss Block 76 development:** Steve Albright reported he met with Ryan Construction to review the plans before bidding on the Block 76 development. Steve realized during the meeting that a concrete curb was missing from the plans. Steve has requested EDA Land Planning to include the curb in the plans before additional bids are requested. EDA is working on the correction. We should have it by the end of the week.
   The Board has set the date of November 16, 2026 as the closing date for bids.
2) **Review and discuss progress of the Lomita property repairs and improvement:** Staff is repairing the existing irrigation system and installing new sod in the back yard.
3) **Report on the Congress Springs property repair:** Steve Albright reported the flooring replacement is ready to begin on the house. Steve also reported a break in the main water line near the Tasting room. The waterline repair is complete although there will be necessary repairs to the asphalt road to complete the project.
4) **Discuss interment of retired flags at Madronia Cemetery:** Steve Albright presented the wording for a bronze plaque to memorialize the retired flags inter under the old Madronia Cemetery sign. The bronze plaque will be installed on the granite post located in the same location.

5) **Manager's report:**

   a. Steve Albright reported the district in not charging enough endowment care to meet California code for raised monument graves after the latest price increase. Steve will change the process for collecting endowment care to correct this issue.

   b. Steve Albright reported the need of asphalt repairs on the walking path along Bolhman Rd. Steve will obtain bids while bidding the asphalt repairs at the winery.

   c. The district is being sued by the Wereda family which shares an easement with the District on the 23600 Congress Springs Road property.

6) **Agenda Items for the next Board meeting:**

   1) Closed session to discuss property negations.
   2) Discuss Block 76 development.
   3) Review progress of the Lomita property.
   4) Discuss retired flags placement.
   5) Discuss "Wreaths Across America" scheduled for December 19, 2026.

NEXT REGUALR BOARD MEETING: October 28, 2026 at 5:00pm

AJOURNMENT: 6:00pm 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