NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY
District Office, 850 Taylor Road, Newcastle, CA 95658
Minutes for the Regular Meeting held September 16, 2026

The agenda was posted on Friday, September 11, 2026

A. CALL TO ORDER

Chairman Mark Riemer called the meeting to order at 7:59am.

B. ROLL CALL

Trustees Present – Mark Riemer, Gordon Takemoto, Grant Kageta, Roy Hebard and Jennifer Knisley
Staff Present - Jeff Forrey and Laurie McAfee
Teleconference – None
Absent – None
Guest(s) – None
Public – None

C. PUBLIC COMMENT – None

D. AGENDA REVIEW – Mark addressed the Board requesting that we move items I.1. and I.2. to follow the Consent Agenda due to a board member needing to leave the meeting by 8:35am. Roy Hebard made a motion to approve the request. Gordon Takemoto seconded the motion. All in favor, motion carried.

E. GUEST SPEAKER – None

F. CONSENT AGENDA

1. Approval of the Minutes for the Workshop Meeting on August 12, 2026.
2. Approval of the Minutes for the Regular Meeting on August 19, 2026.
3. Approval of payment of the August 2026 Bills in the amount of $13,405.45.
4. Approval of transfer of August 2026 income to Placer County in the amount of $59,074.60.

A motion was made by Roy Hebard to approve all items on the Consent Agenda. Jennifer Knisley seconded the motion. All in favor, motion carried.

G. PROJECT UPDATE –

2025-2026 Projects

1. Rocklin Cemetery Paving Project – The paving portion of the project has been completed. We will be expanding an intersection a little more due to cracking but will not exceed our extended budget. The remining items to be completed are small repairs, pulling the irrigation wire through to our main clock and the slurry seal and striping which is scheduled for October 5th through the 7th.

H. MANAGERS REPORT -

1. LAFCO Meeting with new Executive Director, Jason Fried – Had a meeting with Jason Fried for an introduction and for him to learn more about cemetery districts as he intended to meet with all the districts. During the discussion Jeff asked about the results of the sphere of influence study. Jason said he would like to mediate between us and Roseville Cemetery when the time comes. Once he meets with Craig, the District Manager at Roseville Cemetery, and he gets acclimated to the new position, he will arrange a meeting between himself, Jeff and Craig. After that meeting, he will arrange another one for himself, Jeff, Craig and the Chairman from each district. He recommends that we work together prior to applying for an application.

2. Retirement Investment Recommendations – Jeff spoke with Ryan Nicasio from PARS. If the district is not satisfied with the returns we are currently receiving, we can change investment tiers to one that is more aggressive. However, to do so would make withdrawing from the account more difficult as the funds would be tied up in investments. Additionally, Jeff spoke with our auditor, David Farnsworth, to get his advice, and he cautioned that we do not overfund ourselves and that potentially we could add a little more every year. Currently our balance stands at $566,185.19 from our initial investment of $500,000.00 in December 2024.

3. Rocklin Cemetery Open House – We have reached out to Gold Country Media to place a notice regarding the open house in the Placer Herald, Loomis News and Press Tribune. Letters have been drafted to be sent to the people requested by the board and flyers posted at both Rocklin and Newcastle Cemetery.

I. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

1. 457 Plan Increase for employees – Resolution 2026-10 – At the workshop meeting on September 9, 2026, a proposal to amend the districts contribution to the 457 deferred compensation plan was requested to be added to the agenda for discussion and possible action and that a resolution be presented. The board reviewed and discussed the resolution to increase

the employer contribution to all permanent full-time employees up to $200.00 per month on a dollar-for-dollar matching basis. Roy Hebard made a motion to approve the resolution. Jennifer seconded the motion. All in favor motion carried. Roy did request that we inquire as to whether the employer match is subject to FICA tax and get back to the board next month.

2. New Clear Channel Sign Lease – Resolution 2026-11 - As requested at our board meeting on August 19, 2026, our Office Manager, Laurie McAfee did reach out to Clear Channel and asked that the 2.5% annual increase on the 15-year plan, be increased to 3%. Clear Channel did agree and a resolution was presented to the board approving the amendment to the 15-year sign lease extension with a 3% yearly increase to the monthly rent. Roy Hebard made a motion to approve the resolution. Grant Kageta seconded the motion. All in favor, motion carried.

L. **REVIEW OF CORRESPONDENCE TO THE DISTRICT** – None

M. **TRUSTEE QUESTIONS & COMMENTS** – None

N. **ADJOURNMENT** – Gordon Takemoto made a motion to adjourn the meeting. Roy Hebard Seconded the motion. All in favor, motion carried. Meeting adjourned at 8:30am.

Mark Riemer, Chairman

Laurie McAfee, Office Manager