

FINAL AGENDA
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT
OCTOBER 21, 2026, at 8:00 a.m.

****FOR ACCESS TO THE MEETING VIA TELECONFERENCE, PLEASE CALL 1-712-832-8330 AND
USE THE ACCESS CODE 8092062#.**

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Trustees in accordance with the Ralph M. Brown Act. All public comments must be made during the public comment section unless the comment is regarding a specific agenda item at which time they can speak when the agenda item is reached. Public comments will be limited to three minutes for each speaker unless time is adjusted by the Chairman. Members of the public may address any matter under the jurisdiction of the Board of Trustees; however, the Board is prohibited from discussing or taking any action on any item not appearing on the agenda. Any person may obtain copies of materials pertaining to an agenda item by making a request to the District's office located at 850 Taylor Road, Newcastle, CA 9568 between 8:00 am and 3:45 pm. Anyone requiring a disability-related modification or accommodation to participate in the meeting should contact the District's Office at (916) 663-4660 as soon as possible, and at least 72 hours prior to the meeting date.

A. **CALL TO ORDER** -

B. **ROLL CALL** -

C. **PUBLIC COMMENTS** -

D. **AGENDA REVIEW** -

E. **GUEST SPEAKER** – None

F. **CONSENT AGENDA**

1. Discussion and Approval of Minutes for the Emergency Meeting on September 2, 2026.
2. Discussion and Approval of Minutes for the Workshop Meeting on September 9, 2026.
3. Discussion and Approval of Minutes for the Regular Meeting on September 16, 2026.
4. Approval and Payment of September 2026 Bills, Review of List of Checks Prepared by Office Manager.
5. Approval of Transfer of September 2026 Income to County.

G. **PROJECT(S) UPDATE**

2026-2027 Projects

1. Rocklin Cemetery Paving Project

H. MANAGER'S REPORT

1. 457 Plan and Social Security Payroll Tax
2. 2026 Upcoming Events for NRG Cemetery District
 - a. Rocklin Historical Society Cemetery Tour
 - b. Veteran's Day flags by Scouts
 - c. Veteran's Day Event at Ophir Cemetery
 - d. NRG Cemetery District Holiday Party
 - e. Wreaths Across America

I. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

1. CALPERS Final Resolution authorizing an Amendment to the Retirement Contract
2. Resolution to rescind resolution 2026-10 and Amend the District's Contribution to the 457 Deferred Compensation Plan.

J. REVIEW OF CORRESPONDENCE TO THE DISTRICT

1. LAFCO Special District Seat Call for Nominations Letter

K. TRUSTEE QUESTIONS & COMMENTS

L. ADJOURNMENT

This agenda was posted on the 16th day of October 2026
Posted by: Laurie McAfee, Office Manager
Approved by: Jeff Forrey District Manager

NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT
District Office, 850 Taylor Road, Newcastle, CA 95658
Minutes for the Emergency Meeting held September 2, 2026
Notice of Emergency Meeting posted on Tuesday, September 1, 2026

Meeting held at Rocklin Cemetery, 4090 Kannasto Street, Rocklin, CA 95677

A. CALL TO ORDER

The Meeting was called to order by Chairman of the Board, Mark Riemer at 8:27am.

B. ROLL CALL

Trustees Present – Gordon Takemoto (via phone, in person at 8:43), Jennifer Knisley, Grant Kageta, Roy Hebard and Mark Riemer

Staff Present – Jeff Forrey, Laurie McAfee and Rob Pontius

Teleconference – None

Absent – None

Guest(s) – Engineer, Jimmy Pinocchio (entered at 8:47)

Public – None

C. PUBLIC COMMENT – None

D. GUEST SPEAKER - None

E. APPROVAL OF EMERGENCY AGENDA – Roy made a motion to approve. Grant seconded the motion. All in favor, motion carried.

G. DISCUSSION OF EMERGENCY MATTER – Failing Subgrade – During excavation of the roads, it was found that there are areas that are too soft to go with original design plans and will therefore require additional cost to complete.

Rob Pontius and Jimmy Pinocchio left the meeting at 8:47am

H. CONSIDERATION AND ACTION ITEM – Resolution 2026-09 Approval of Change Order – Roy made a motion to approve the resolution to allow the District Manager the authority to approve change orders up to \$300,000.00. Jenny seconded the motion. All in favor, motion carried.

N. ADJOURNMENT – Roy made a motion to adjourn the meeting. Jenny seconded. All in favor, motion carried. The meeting adjourned at 8:57am.

Mark Riemer, Chairman

Laurie McAfee, Board Clerk

NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT
District Office, 850 Taylor Road, Newcastle, CA 95658
Minutes for the Workshop Meeting held September 9, 2026
The agenda was posted on Friday, September 4, 2026

A. CALL TO ORDER

The Meeting was called to order by Chairman of the Board, Mark Riemer at 8:00am.

B. ROLL CALL

Trustees Present – Gordon Takemoto, Roy Hebard, Grant Kageta, Jennifer Knisley and Mark Riemer

Staff Present – Jeff Forrey and Laurie McAfee

Teleconference – None

Absent – None

Guest(s) – None

Public – None

C. PUBLIC COMMENT – None

D. PRELIMINARY REVIEW OF AGENDA ITEMS FOR THE MEETING TO BE HELD

SEPTEMBER 16, 2026 – No further action(s) taken.

E. ADJOURNMENT – Roy made a motion to adjourn the meeting. Gordon seconded the motion. All in favor, motion carried. The meeting adjourned at 8:52am.

Mark Riemer, Chairman

Laurie McAfee, Office Manager

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 remaining 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

September 16, 2026

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

Newcastle, Rocklin, Gold Hill Cemetery District

Expenses by Vendor Detail

Final September 2026 - Checks 19842 - 19877

	Date	Num	Memo	Amount
Amazon	09/02/2026	Debit	John Deere tow behind fertilizer spreader for Rocklin	308.82
	09/02/2026	Debit	3 pack of yellow diesel cans for Rocklin	156.21
	09/02/2026	Debit	4 1.25 gallon gas cans for Rocklin	86.04
	09/03/2026	Debit	3 pk gas can replacement nozzles & Cholila insulated backflow preventer cover for Rocklin	56.50
Anderson's Sierra Pipe Co.	09/30/2026	19869	Irrigation Labor repair	225.00
AT&T (Uverse)	09/09/2026	19842	Internet	140.40
AT&T Mobility	09/09/2026	19843	Wireless	252.39
Baxter Canyon Water Co.	09/09/2026	19844	Water for NC	63.00
	09/30/2026	19870	Water for RC	31.50
CivicPlus	09/09/2026	19845	Website	457.10
Costco	09/25/2026	Debit	2 cases of gatorade for maintenance teams and 2 cases of coffee	110.36
Gold Country Media	09/17/2026	Debit	Post invitation to pavilion open house	104.00
Gordon Takemoto	09/16/2026	19856		450.00
Grant Kageta	09/16/2026	19857		450.00
Green Acres Nursery & Supply	09/30/2026	19871	Obit metal sprinkler stand, curved razor snip, sod, Bolero Plus	130.30
Heritage Landscape Supply	09/09/2026	19846	Irrigation Supplies	149.16
	09/16/2026	19858	Irrigation Supplies	384.34
	09/30/2026	19872	Irrigation Supplies	279.62
Jeff Forrey	09/09/2026	19847	Mileage Reimbursement	241.83
Jennifer Knisley	09/16/2026	19859		450.00
Les Schwab Tire Center	09/09/2026	19853	New Tires for Pro Gator N7	338.10
Mark A Riemer	09/16/2026	19860		450.00
Melissa Shenko	09/16/2026	19861	Reimburse for filing permit	12.00
Merry Maids	09/09/2026	19848	Janitorial Services for Newcastle	150.00
	09/16/2026	19862	Janitorial Services for Newcastle	150.00
	09/30/2026	19873	Janitorial Services for Newcastle	150.00
Nextiva	09/30/2026	19874	VOIP Phones	312.67
Office Depot	09/08/2026	Debit	Two, 3 tier flyer holders for Rocklin and Newcastle office	25.84
	09/25/2026	Debit	3 reams of paper for rocklin office. Toner for Laurie's printer	273.59
P. G. & E.	09/09/2026	19849		154.94
Pacific Highway Rentals, LLC	09/16/2026	19863	Wrecker Safety Glass Blue Mirror Lens	57.92
Pathian Administrators	09/16/2026	19864	Vision Ins.	192.86
PCWA	09/16/2026	19865		138.06
Placer County Tax Collector (v)	09/30/2026	19875	Mesquito Abatement	123.42
Recology Auburn Placer	09/09/2026	19854		432.58
Rocklin Donuts & Cinnamon	09/02/2026	Debit	Board Meeting	23.95
	09/09/2026	Debit	Board Meeting	21.95
	09/16/2026	Debit	Board Meeting	22.95
Roy Hebard Jr.	09/16/2026	19866		450.00
Sam's Club	09/03/2026	Debit	Office Supplies	113.89
	09/17/2026	Debit	Office Supplies	96.28
Sierra Foothills Backflow	09/30/2026	19876	Backflow Testing	240.00
South Placer Municipal Utility District	09/16/2026	19867		287.56

Newcastle, Rocklin, Gold Hill Cemetery District

Expenses by Vendor Detail

Final September 2026 - Checks 19842 - 19877

	Date	Num	Memo	Amount
Standard Insurance Co. - Life	09/30/2026	19877	ST 900686 00001 - Life Insurance	140.15
Suzette's Cleaning Company	09/09/2026	19850	Janitorial Services for Rocklin	220.00
Walker's Office Supplies, Inc.	09/16/2026	19868	Office Supplies	143.58
Wave	09/09/2026	19855	Internet	140.86
Wells Fargo Business Visa Card	09/09/2026	19851	Jeff's Card - See bill	585.15
	09/09/2026	19852	Jaymee's Card-Adobe monthly renewal and ice	30.97
White Cap	09/01/2026	Debit	Milwaukee MX Fuel Breaker	3,278.75
	09/18/2026	Debit	Attachment for Milwaukee MX Fuel Breaker	122.53
TOTAL				13,407.12

**PLACER COUNTY
(RECORD) CASH SALE FORM**

CASH SALE #	CS178847
DEPOSIT REF #	77-0199259

COMPANY*	CUSTOMER*	CASH SALE DATE*	MEMO	PAYMENT TYPE*	CONTROL TOTAL AMOUNT
C0420			Sale of Graves	Check	52,437.13
NRG Cemetery Actuals					

TO BE DEPOSITED INTO THE PLACER COUNTY TREASURY AS FOLLOWS:
NOTE: FIELDS WITH (*) ARE REQUIRED

[illegible]

MEMO: *

CERTIFIED INTO THE COUNTY TREASURY UNDER SEC. 27008 OF THE GOVT CODE:

AUDITOR-CONTROLLER'S OFFICE VALIDATION:

TREASURER'S OFFICE VALIDATION:

DOCUMENT PREPARED BY: W. L. Miller
Preparer's Signature
916-663-4660
Phone #

Dept. Signature

Dept. Signature

Date _____

Dept. Signature

Date _____

**NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT
RESOLUTION
AUTHORIZING AN AMENDMENT TO THE CONTRACT**

No. _____

WHEREAS, the Board of Administration of the California Public Employees' Retirement System and the Board of Trustees of the Newcastle, Rocklin, Gold Hill Cemetery District entered into a contract effective on June 29, 2002, providing for the participation of said public agency in the California Public Employees' Retirement System; and

WHEREAS, it is now desirable to take advantage of certain benefits provided under said Retirement System and not included in said contract;

NOW, THEREFORE, BE IT RESOLVED, that said governing body authorized, and it does hereby authorize, an amendment to said contract, a copy of said amendment attached hereto and by such reference made a part hereof as though herein set out in full; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the presiding officer of said governing body is hereby authorized, empowered and directed to execute said amendment for and on behalf of said public agency.

Adopted this _____ day of _____, _____.

Presiding Officer

Attest:

Clerk/Secretary



**AMENDMENT TO CONTRACT
BETWEEN THE
BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AND THE
BOARD OF TRUSTEES
NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT**

The Board of Administration, Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of above public agency, hereinafter referred to as Public Agency, having entered into a contract effective June 29, 2002, and witnessed June 18, 2002, and as amended effective June 29, 2002, which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 10 are hereby stricken from said contract as executed effective June 29, 2002, and hereby replaced by the following paragraphs numbered 1 through 12 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. Normal retirement age" shall mean age 60 for classic local miscellaneous members and age 62 for new local miscellaneous members.
 2. Public Agency shall participate in the Public Employees' Retirement System from and after June 29, 2002, making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - a. Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - b. Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - c. Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Employees other than local safety members (herein referred to as local miscellaneous members).
5. Any exclusion(s) shall remain in effect until such time as the Public Employees' Retirement System determines that continuing said exclusion(s) would risk a finding of non-compliance with any federal tax laws or regulations. If such a determination is contemplated, the Public Employees' Retirement System will meet with the Public Agency to discuss the matter and coordinate any required changes or amendments to the contract.

In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

a. SAFETY EMPLOYEES; AND

b. MEMBERS OF THE GOVERNING BODY FIRST ELECTED OR APPOINTED PRIOR TO JULY 1, 1994. (Elected or appointed officials who are first elected or appointed on or after July 1, 1994, or to a term of office not consecutive with a term held on June 30, 1994, are excluded pursuant to Government Code Section 20322).

6. The percentage of final compensation to be provided for classic local miscellaneous members for each year of credited prior service is 0% and the percentage of final compensation to be provided for each year of credited current service is 100% and determined in accordance with Section 21353 of said Retirement Law (2% @ 60 Modified).
7. The percentage of final compensation to be provided for new local miscellaneous members shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Supplemental to Federal Social Security).
8. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 21031 (Public Service Credit for Limited Prior Service).
9. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members of said Retirement System.
10. Public Agency shall also contribute to said Retirement System as follows:
 - a. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
 - b. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.

11. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.

12. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the 9th day of September 2026,

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
MELODY BENAVIDES, CHIEF
PENSION CONTRACTS & PREFUNDING PROGRAMS DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF TRUSTEES
NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk



**CERTIFICATION
OF
FINAL ACTION OF GOVERNING BODY**

I hereby certify that the _____ of the
(governing body)

(public agency)

considered and adopted on _____, _____, by an affirmative vote of a
(date)

majority of the members of said Governing Body, **Ordinance / Resolution** No. _____
approving the attached contractual agreement between the Governing Body of said Agency and
the Board of Administration of the California Public Employees' Retirement System, a certified
copy of said **Ordinance / Resolution** in the form furnished by said Board of Administration being
attached hereto.

Adoption of the retirement benefit increase/change was not placed on the consent calendar.

Clerk/Secretary

Title

Date _____

RESOLUTION

Resolution of the Board of Trustees of the Newcastle, Rocklin, Gold Hill Cemetery District Rescinding Resolution 2026-10 and Amend the District's Contribution to the 457 Deferred Compensation Plan

WHEREAS, the Newcastle, Rocklin, Gold Hill Cemetery District adopted Resolution 2026-10 on September 16, 2026 which amended the 457 Deferred Compensation Plan by increasing the District Managers contribution up to \$400.00 per month on a dollar-for-dollar matching basis and all other permanent fulltime District employees up to \$200.00 on a dollar-for-dollar matching basis; and,

WHEREAS, updates and modifications are now required to reflect an annual maximum contribution amount as well as a maximum contribution amount per pay period to better clarify for payroll purposes what the District's amendment to the 457 contributions are,

NOW, THEREFORE, BE IT RESOLVED that Resolution 2026-10 is hereby rescinded in its entirety effective immediately; and

BE IT FURTHER RESOLVED, that the Board hereby adopts the following policy/changes in substitution thereof:

SECTION 1: The District Managers 457 contribution is increased up to \$400.00 per month on a dollar-for-dollar matching basis for a total maximum annual amount of \$4,800.00 and a maximum match of \$184.62 per pay period. If the employee does not participate/contribute to the 457 plan, then they will not receive the District's contribution/match.

SECTION 2: All other permanent fulltime District employees 457 contribution is increased up to \$200.00 per month on a dollar-for-dollar matching basis for a total maximum annual amount of \$2,400.00 and a maximum match of \$92.31 per pay period. If the employee does not participate/contribute to the 457 plan, then they will not receive the District's contribution/match.

PASSED and ADOPTED this ____ day of _____ by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Mark Riemer, Chairman
NRG Cemetery District NRG Cemetery District

Laurie McAfee, Office Manager
NRG Cemetery District NRG Cemetery District



COMMISSIONERS

Joshua Alpine
(Special District)

Anthony DeMattei
(County)

Whitney Eklund
Chair
(City)

Judy Friedman
(Special District)

Cindy Gustafson
Chair
(County)

Susan Rohan
Vice Chair
(Public)

Stephanie
Youngblood
(City)

ALTERNATE COMMISSIONERS

David Bass
(City)

Shanti Landon
(County)

Cherri Spriggs
(Public)

Scott Wilson
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

Placer County Local Agency Formation Commission
110 Maple Street Auburn, CA 95603 | (530) 889-4097

Electronic Transmittal

September 29, 2026

TO: Independent Special Districts of Placer County, Presiding Officer
c/o District Clerk

FROM: Jason Fried, Executive Officer

SUBJECT: **Call for Nominations: Special District Appointment to
Placer LAFCo**

Dear Presiding Officer,

The term of office for one of the alternate Special District Representatives on the Placer County Local Agency Formation Commission (LAFCo), currently held by Commissioner Scott Wilson, is becoming open due to his resignation effective October 1, 2026. Pursuant to Government Code §56332, the Independent Special District Selection Committee serves as the appointing authority to select a representative for the remaining portion of the four-year term, which will run through May 2028.

You are hereby invited to submit a nomination for this seat. The presiding officer (Board Chair/President) of each independent special district may nominate any director currently serving on an independent special district board within Placer County. Formal board action to nominate a candidate is not required under the statute, but districts may choose to confirm nominations through board minutes if desired.

About Placer LAFCo

Regular Commission meetings are typically held on the second Wednesday of each month at 4:00 PM in the Placer County Board of Supervisors' Chambers, located at 175 Fulweiler Avenue, Auburn, CA. Additional information about Placer LAFCo is available at: <https://www.placerlafcocga.gov>. While the Commission currently meets monthly at our November meeting they will be discussing moving to an ever other month schedule for calendar year 2027.

Nomination Guidelines and Requirements:

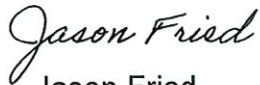
1. **Authorized Signature:** The nomination form must be signed by the district's presiding officer, or the presiding officer's alternate as designated by the governing body. While a formal board action to nominate a candidate is not required under the statute, the signature of the presiding officer or alternate is mandatory.
2. **Designation of Alternate:** If an alternate has been designated by the governing body, please include a copy of the official meeting minutes or minute order documenting this designation.
3. **Statement of Qualifications:** Each nomination may submit a one-page "Statement of Qualifications" for the nominee. This statement will be distributed to all districts during the voting period.
4. **Submission Deadline:** The nomination period begins on **Tuesday, September 29, 2026**, and will close on **Tuesday, November 2, 2026, at 4:00 PM**.

Next Steps: Once the nomination period concludes, LAFCo staff will review all nominations for completeness and eligibility. If only one valid nomination is received, that nominee will be deemed appointed. If more than one nomination is received, a mail-ballot election will be conducted. A ballot package—including the statements of qualifications and voting instructions—will be emailed to all 36 independent special districts.

Please submit the completed nomination form and the one-page statement of qualifications via email to laftco@placer.ca.gov no later than 4:00 PM on Tuesday, November 2, 2026.

Thank you for your commitment to ensuring that independent special districts remain effectively represented on the Commission. Should you have any questions, please contact our office at (530) 889-4097.

Sincerely,



Jason Fried

Executive Officer

Placer LAFCo

Attachments

1. Nominee Form
2. Election Timeline



Placer County Independent Special District Selection Committee Nomination Form

POSITION: Alternate Member Term May 2024-May 2028 (filling remaining portion)

Please use this form to nominate a director from a Placer County Independent Special District board to run for the alternate member seat on the LAFCo Commission.

NOMINEE INFORMATION

Name of Nominee: _____

Position of Nominee: _____

Nominee's District: _____

NOMINATING DISTRICT AUTHORIZATION

Name of Nominating District: _____

Printed Name of Presiding Officer: _____

Signature of Presiding Officer: _____

(Signature Required)¹

ATTACHMENTS

- ☐ Meeting Minutes (Optional)
- ☐ One Page Statement of Qualifications (Optional)

SUBMISSION: Please email the completed form and any attachments to
lafco@placer.ca.gov no later than Tuesday November 2, 2026 at 4:00 PM.

¹ The nominating district's presiding officer must sign this form unless the district's board has designated an alternate to nominate a director on behalf of the district. If this form is signed by a designated alternate, please include the district's meeting minutes or minute order evidencing the delegation of authority.

Updated 2026 Election Timeline

- **September 29, 2026 (Tuesday): Send Call for Nominations**
 - LAFCo sends the official call for nominations and forms to the presiding officers of all independent special districts.
- **November 2, 2026 (Tuesday) by 4:00 PM: Nomination Deadline**
 - This provides districts with **35 days** to identify candidates and for presiding officers to sign and return the forms.
- **November 6, 2026 (Friday): Ballots and Qualifications Sent to Districts**
 - LAFCo staff prepares the nominee list and emails ballots, statements of qualifications, and voting instructions to each district.
- **December 18, 2026 (Friday) by 3:00 PM: Ballot Return Deadline**
 - This provides districts with **42 days** to review candidate qualifications at a board meeting and return their signed ballots.
- **December 18, 2026 (Friday) at 3:15 PM: Counting and Verification**
 - Election held at LAFCo office, 110 Maple Street, Auburn, CA
 - LAFCo staff tallies the votes and verifies that a quorum of districts participated.
 - A results letter is sent to all districts with the election information.
- **Onboarding**
 - The new Commissioner is contacted and an appointment set to receive the LAFCo binder, required forms, and onboarding.
- **First LAFCo Meeting**
 - The winning candidate is officially seated to begin their term with first meeting being the first meeting in 2027.