

FINAL AGENDA
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT
SEPTEMBER 16, 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 Workshop Meeting on August 12, 2026.
2. Discussion and Approval of Minutes for the Regular Meeting on August 19, 2026.
3. Approval and Payment of August 2026 Bills, Review of List of Checks Prepared by Office Manager.
4. Approval of Transfer of August 2026 Income to County.

G. PROJECT(S) UPDATE

2026-2027 Projects

1. Rocklin Cemetery Paving Project

H. MANAGER'S REPORT

1. LAFCO meeting with new Executive Director, Jason Fried

2. Retirement Investment Recommendations

3. Rocklin Cemetery Open House

I. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

1. 457 Plan Increase for employees – Resolution 2026-10

2. New Clear Channel Sign Lease Agreement – Resolution 2026-11

J. REVIEW OF CORRESPONDENCE TO THE DISTRICT

K. TRUSTEE QUESTIONS & COMMENTS

L. ADJOURNMENT

This agenda was posted on the 11th day of September 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 Workshop Meeting held August 12, 2026
The agenda was posted on Friday, August 7, 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 and Mark Riemer

Staff Present – Jeff Forrey and Laurie McAfee

Teleconference – Roy Hebard (Gold Beach, OR), Grant Kageta (Penryn, CA) and Jennifer Knisley (Loomis, CA)

Absent – None

Guest(s) – None

Public – None

C. PUBLIC COMMENT – None

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

AUGUST 19, 2026 – No further action(s) taken.

E. ADJOURNMENT – Gordon made a motion to adjourn the meeting. Mark seconded. Roy abstained.

All in favor, motion carried. The meeting adjourned at 8:30am.

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 August 19, 2026
The agenda was posted on Friday, August 14, 2026

A. CALL TO ORDER

Chairman Mark Riemer called the meeting to order at 8:03am.

B. ROLL CALL

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

Staff Present - Jeff Forrey and Laurie McAfee

Teleconference – Roy Hebard

Absent – None

Guest(s) – None

Public – None

C. PUBLIC COMMENT – None

D. AGENDA REVIEW – No changes

E. GUEST SPEAKER – None

F. CONSENT AGENDA

1. Approval of the Minutes for the Workshop Meeting on June 10, 2026.
2. Approval of Minutes for the Special Meeting on June 22, 2026.
3. Approval of Minutes for the Special Meeting on June 26, 2026.
4. Approval of Minutes for the Workshop Meeting on July 8, 2026.
5. Approval of payment of the June 2026 Bills in the amount of \$10,776.12.
6. Approval of payment of the July 2026 Bills in the amount of \$16,696.76.
7. Approval of transfer of June 2026 income to Placer County in the amount of \$76,07.68.
8. Approval of transfer of July 2026 income to Placer County in the amount of \$31,030.33.

A motion was made by Gordon Takemoto to approve all items on the Consent Agenda. Grant Kageta seconded. All in favor, motion carried.

August 19, 2026

G. PROJECT UPDATE –

2025-2026 Projects

1. Rocklin Cemetery Paving Project – The concrete curbs and drainage boxes have been completed. The contracting company will begin tearing up the roads and repaving the week of August 31st through September 4th and the cemetery will be closed to vehicle traffic.

H. MANAGERS REPORT -

1. LAFCO Public Hearing for Placer County District Cemeteries – Both Mark Riember and Jeff Forrey attended the hearing. We do expect pushbacks from Roseville Cemetery on the rezoning of the portion of Rocklin that falls into their area currently and being rezoned into ours.

2. 2025-2026 Year End Financial Reporting:

Actuals to Budget for FY 2025-2026

- Revenue – We budgeted \$2,852,500.00 and came in over budget at \$3,345,382.00 putting us \$492,882 over. This puts us at 117% to budgeted. Property and interment sales along with investment income were the contributing factors to the increase in revenue.
- Expenses – We budgeted \$1,923,200.00 and came in under budget at \$1,794,653 putting us \$128,546.00 under budget. This puts us at 93% to budget.
- Retirement Investment (PARS) – In July of 2025 we had a balance of \$520,779.17 which has increased by \$45,608.65 through June 2026 for a total of \$566,384.82.

I. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

1. CalPERS Request to Amend Pension Contract to include PEPRA Provisions – CalPERS has requested that we amend our Pension Contract to include PEPRA Provisions. They asked that the board authorizes the request and signs the provided Resolution of Intention. Jennifer Knisley made a motion to approve. Gordon Takemoto seconded the motion. Roy Hebard abstained. All in favor, motion carried.

August 19, 2026

2. New Clear Channel Lease Agreement – Our current lease agreement will expire in October 2026. Clear Channel has provided three options to renew the lease. One is for a 10-year term that would increase rent by 15% to \$22,797 a year with rent increasing by 12% starting at the 6th year. Another for 15 years that would increase rent by 27.5% to \$25,275 a year and increase by 2.5% each year and the last for 20 years that would increase rent by 40% to \$27,753 a year and increase by 2.75% each year. The Board discussed the options, and a request was made by Gordon Takemoto made a motion that we ask Clear Channel to change the yearly increase of 2.5% for the 15-year option to 3%. Jennifer Knisley seconded the motion. Roy Hebard abstained. All in favor, motion carried.

3. Civil Engineering Service Agreement for Newcastle Parking Lot Expansion – The Board was provided with a contract from James W. Pinocchio, PE, for engineering services on the Newcastle Cemetery Parking Lot Expansion in the amount of \$32,820.00. Jennifer Knisley made a motion to approve the contract. Grant Kageta seconded the motion. Roy Hebard abstained. All in favor, motion carried.

J. CLOSED SESSION – The Board will recess to a Closed Session for the following purpose:
Conference with Legal Counsel – Potential Litigation pursuant to Government Code Section 54953.9(d)(2)
Number of Case(s): One (1) – Entered into closed session at 8:44am

K. RECONVENE TO OPEN SESSION – Reconvened at 8:52am. Nothing to report at this time.

L. REVIEW OF CORRESPONDENCE TO THE DISTRICT –

1. CAPC Education Conference – The Annual Education Seminar will held in Burlingame, CA on October 9th through the 10th.

M. TRUSTEE QUESTIONS & COMMENTS – None

N. ADJOURNMENT – Gordon Takemoto made a motion to adjourn the meeting. Grant Kageta seconded. Roy Hebard abstained. All in favor, motion carried. Meeting adjourned at 9:04am.

Mark Riemer, Chairman

Laurie McAfee, Office Manager

Newcastle, Rocklin, Gold Hill Cemetery District

Expenses by Vendor Detail

Final August 2026 - Checks 19799 - 19841

	Date	Num	Memo	Amount
24 Seven Fire Protection	08/12/2026	19811	Annual Fire Extinguisher maintenance	749.00
All Quality Graphics	08/19/2026	19813	Office Uniforms for Laurie & Melissa	425.76
	08/28/2026	19840	Office uniform embroidery for Laurie	80.81
Amazon	08/17/2026	Debit	12 pack of 36" traffic cones for paving project	257.39
	08/18/2026	Debit	Signage and cones for Rocklin paving project	94.72
	08/21/2026	Debit	VOID: Charges were combined	0.00
	08/27/2026	Debit	Amazon Renewal	138.35
AT&T (Uverse)	08/12/2026	19800	Newcastle Internet	156.09
	08/19/2026	19814	Newcastle Internet	75.48
AT&T Mobility	08/12/2026	19801	Cell phones	309.24
Bare Bones Workwear	08/19/2026	19815	Grounds crew uniforms	192.96
	08/19/2026	19832	Grounds crew uniforms	235.82
Baxter Canyon Water Co.	08/19/2026	19816	Rocklin and Newcastle bottled water	73.50
CA Department of Tax and Fee Admin.	08/28/2026	19836	Sales Tax	637.00
California Air Resource Board	08/18/2026	Debit	Compliance Fees	64.26
	08/19/2026	Debit	service charge	1.92
Citrus Heights Saw & Mower	08/12/2026	19802	105 Echo Black Diamond Weed eater string, clamp band	294.65
CivicPlus	08/12/2026	19803	Website	457.10
Finley Pest Control	08/19/2026	19817	Rocklin Pest Control	95.00
	08/28/2026	19837	Rocklin and Newcastle Pest Control	300.00
Gold Country Tractors, Inc.	08/19/2026	19818	Kabota	77.85
Gordon Takemoto	08/19/2026	19828	August Board Meetings	300.00
Grant Kageta	08/19/2026	19829	August Board Meetings	300.00
Green Acres Nursery & Supply	08/19/2026	19819	Sod for Rocklin	42.90
Harland Clarke Check	08/05/2026	Debit	Check order	472.50
Heritage Landscape Supply	08/19/2026	19820	Irrigation Supplies	620.41
	08/19/2026	19833	Irrigation Supplies	660.55
Jeff Forrey	08/12/2026	19804	Mileage Reimbursement	226.49
Jennifer Knisley	08/19/2026	19830	August Board Meetings	300.00
Mark A Riemer	08/19/2026	19831	August Board Meetings	300.00
Merry Maids	08/12/2026	19805	Newcastle Janitorial Services	150.00
	08/19/2026	19821	Newcastle Janitorial Services	150.00
Napa Auto Parts	08/19/2026	19822	Equipment Maintenance	209.67
	08/19/2026	19834	Equipment Maintenance	270.37
Nextiva	08/28/2026	19841	VOIP Phones	312.29
Office Depot	08/20/2026	Debit	Sound cancelling headphones and mouse pad for Rocklin Office	59.64
P. G. & E.	08/01/2026	19799		139.09
Paradise Signs & Graphics	08/19/2026	19823	Bee/wasp signs and signs for Rocklin paving project	212.36
Pathian Administrators	08/19/2026	19824	Vision	192.86
PCWA	08/19/2026	19825		129.60
Pedro Diaz (v)	08/12/2026	19812	Boot Reimbursement	275.00
Recology Auburn Placer	08/12/2026	19806		432.58
Rocklin Donuts & Cinnamon	08/12/2026	Debit	Board Meeting	24.95
	08/19/2026	Debit	Board Meeting	27.45

Newcastle, Rocklin, Gold Hill Cemetery District
Expenses by Vendor Detail

Final August 2026 - Checks 19799 - 19841

	Date	Num	Memo	Amount
Roy Hebard Jr.	08/28/2026	19838	June, July and August Board Meetings	900.00
Ruhkala Monument Co.	08/28/2026	19839	Niche plate engravings	715.00
Sam's Club	08/07/2026	Debit		90.46
	08/14/2026	Debit	Case of water, powerade, coffee, cups, sugar and creamer for Rocklin	34.55
Standard Insurance Co. - Life	08/19/2026	19835	ST 900686 00001 - Life Insurance	140.15
Suzette's Cleaning Company	08/12/2026	19807	Rocklin Janitorial Services	330.00
Walker's Office Supplies, Inc.	08/19/2026	19826	Paper towels, dividers, pencil	65.95
Wave	08/12/2026	19808	Rocklin Internet	140.86
Wells Fargo Business Visa Card	08/12/2026	19809	See bill	418.59
	08/12/2026	19810	Adobe monthly renewal and ice	46.13
Western Placer Waste Management Authority	08/19/2026	19827		3.15
				13,405.45

PLACER COUNTY
(RECORD) CASH SALE FORM

CASH SALE #	CS176978
DEPOSIT REF #	77-0197237

COMPANY*	CUSTOMER*	CASH SALE DATE*	MEMO	PAYMENT TYPE*	CONTROL TOTAL AMOUNT
C0420			Sale of Graves	Check	59,074.60
NRG Cemetery Actuals					

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

[illegible]

MEMO: *

DOCUMENT PREPARED BY:

Preparer's Signature _____ Phone # _____

Dept. Signature

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

AUDITOR-CONTROLLER'S OFFICE VALIDATION:

TREASURER'S OFFICE VALIDATION:

Dept. Signature

Date _____

Dept. Signature

Date _____

NEWCASTLE ROCKLIN GOLD HILL CEMETERY DISTRICT

YOU'RE INVITED

OPEN HOUSE

*Come see what's new at Rocklin Cemetery
4090 Kannasto Street, Rocklin, California*



WEDNESDAY

OCTOBER 14
2026

OPEN HOUSE HOURS

9–11 AM

Come tour our new pavilion offered for committal services and additional restroom facilities.

Refreshments will be served.

We look forward to welcoming you.

September 16, 2026

Newcastle Rocklin Gold Hill Cemetery District

850 Taylor Road

Newcastle, CA 95658

nrgcem@nrgcemetery.com

(916) 663-4660

[Ms./Mr. Supervisor]

[Recipient's Address]

[City, State, ZIP Code]

Subject: Invitation to Rocklin Cemetery's Open House

Dear [Name of Supervisor],

The Newcastle Rocklin Gold Hill Cemetery District is pleased to invite you to **Rocklin Cemetery's Open House on Wednesday, October 14, 2026, from 9:00 a.m. to 11:00 a.m. at Rocklin Cemetery, 4090 Kannasto Street, Rocklin, CA 95677.**

Guests will enjoy refreshments and a tour of our newly constructed pavilion for committal services and our new restroom facilities.

No RSVP is necessary. If you have any questions, please don't hesitate to contact our District staff at (916) 663-4660.

We hope you can join us for this special occasion and see Rocklin Cemetery's new additions firsthand.

Sincerely,

Mark Riemer

Board Chairman

Newcastle Rocklin Gold Hill Cemetery District

Jeff Forrey

District Manager

RESOLUTION 2026-10

Resolution of the Board of Trustees of the Newcastle, Rocklin, Gold Hill Cemetery District Amending the District's Contribution to the 457 Deferred Compensation Plan

WHEREAS, in 2020 the Newcastle, Rocklin, Gold Hill Cemetery District implemented a 457 Deferred Compensation Plan to encourage the District's full-time permanent employees to save toward their future retirement; and,

WHEREAS, the District Manager can currently receive up to \$300.00 per month and all other fulltime permanent employees can receive up to \$100.00 per month on a dollar-for-dollar matching basis; and,

WHEREAS, currently, all District fulltime permanent employees are currently participating in the 457 Deferred Compensation Plan; and

WHEREAS, the District wants to encourage continued participation in this plan.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Newcastle-Rocklin-Gold Hill Cemetery District as follows:

SECTION 1: The District Managers 457 contribution is increased up to \$400.00 per month on a dollar-for-dollar matching basis.

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.

PASSED and ADOPTED this 16th day of September 2026 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

Memo

To: Board of Trustees

From: Jeff Forrey, District Manager

Re: Increased Contribution to the District's 457 Deferred Compensation Plan

Following the recent performance review of the District Manager in closed session and the discussion of his compensation in open session, the Board directed staff to provide the annual cost to the District to increase the District Manager's and permanent full-time employees' 457 Deferred Compensation Plan by \$100 per month.

The District currently contributes up to \$300 per month for the General Manager and up to \$100 per month to all other permanent full-time employees to the 457 Plan. To receive this contribution, the employee must contribute equally on a dollar-for-dollar basis. All 10 of the District's full-time staff are participating in the plan at some dollar level. The current maximum contribution to the plan by the District is \$14,400 annually based on full participation.

Increasing the contribution by \$100 per employee would be a maximum of \$1,000 per month (\$12,000 per year) to the District's budget if all employees participated on a 100% matching basis. The maximum cost to the District, based on full employee participation on a 100% matching basis, would be \$26,400 annually.

RESOLUTION 2026-11

RESOLUTION OF THE BOARD OF TRUSTEES OF THE NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT APPROVING THE AMENDMENT TO THE LEASE AGREEMENT

WHEREAS, the Board of Trustees of the Newcastle, Rocklin Gold Hill Cemetery District current lease agreement entered on October 1, 2016 is set to expire on September 30, 2026; and

WHEREAS, Clear Channel offered the District three options to renew the lease attached as Exhibit A; and,

WHEREAS, the District requested that Clear Channel increase the 15 year extension from 2.5% increase a year to a 3% increase per year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Newcastle, Rocklin, Gold Hill Cemetery District as follows:

Section 1: The First Amendment to the Lease extending the current lease to an additional 15 years and increasing the lease amount to \$25,275.00 per year, payable on a monthly basis. Starting on the first anniversary of the effective date of this Amendment, and each anniversary thereafter, the rent shall automatically increase by 3% over the prior year's amount as shown in the attached exhibit (Exhibit B)

PASSED and ADOPTED this 16th day of September 2026 by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Mark Riemer, Chairman
Newcastle, Rocklin, Gold Hill Cemetery
District

Laurie McAfee, Office Manager
Newcastle, Rocklin, Gold Hill Cemetery
District

EXHIBIT A

- Bump rent by 15% to \$22,797/year for a 10 year extension (rent to increase by 12% at start of year 6)
- Bump rent by 27.5% to \$25,275/year for a 15 year extension (rent to increase by 2.5% per year)
- Bump rent by 40% to \$27,753/year for a 20 year extension (rent to increase by 2.75% per year)

EXHIBIT B

FIRST AMENDMENT TO LEASE (Lease # 40334-02)

THIS LEASE AMENDMENT (this "Amendment"), dated to be effective this 1st day of October 2026 (the "Effective Date"), is made and entered into by and between CLEAR CHANNEL OUTDOOR, LLC, a Delaware limited liability company ("Tenant"), and NEWCASTLE-ROCKLIN-GOLD HILL CEMETARY DISTRICT ("Landlord").

RECITALS

A. Landlord and Tenant (collectively, the "Parties" and each, individually, a "Party") have entered into the following agreement: Clear Channel Outdoor Amended/Restated Lease Agreement dated October 1, 2016 (as it may have been amended, the "Lease").

B. Pursuant to the Lease, Tenant is leasing from Landlord certain real property described therein for the purpose of maintaining and operating outdoor advertising structures.

C. The Parties desire to amend and modify certain terms of the Lease as provided herein.

AGREEMENTS

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. Except as otherwise defined herein, capitalized terms used in this Amendment shall have the meanings assigned to such terms in the Lease.
2. The rent to be paid by Tenant under the Lease is hereby increased to \$25,275.00 per year, payable on a monthly basis. Starting on the first anniversary of the Effective Date of this Amendment, and each anniversary thereafter, the rent shall automatically increase by 3% over the prior year's amount.
3. The end of the effective term of the Lease is hereby extended to September 30, 2041.
4. Except as amended or modified hereby, all other terms of the Lease shall remain unaltered and in full force and effect.
5. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original but all of which when taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the Effective Date.

TENANT:

CLEAR CHANNEL OUTDOOR, LLC, a Delaware limited liability company

By: _____
Name: Beth Halverson
Title: Branch President/GM

LANDLORD:

NEWCASTLE-ROCKLIN-GOLD HILL CEMETARY DISTRICT

By: _____
Name:
Title: