

NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT

TRUSTEES

Mark Riemer
Rocklin, CA 95677

Grant Kageta
Penryn, CA 95663

Roy Hebard Jr.
Loomis, CA 95650

850 Taylor Road
Newcastle, CA 95658
(916) 663-4660

TRUSTEES

Gordon Takemoto
Loomis, CA 95650

Jennifer Knisley
Loomis, CA 95650

District Manager
Jeff Forrey

BOARD OF TRUSTEES WORKSHOP MEETING

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

AUGUST 12, 2026

NEWCASTLE CEMETERY OFFICE
850 TAYLOR ROAD, NEWCASTLE, CA 95658

AT 8:00 AM

AGENDA

THE PURPOSE OF THIS WORKSHOP MEETING IS TO
DISCUSS AND DECIDE ON ITEMS TO BE PLACED ON
THE AGENDA OF THE UPCOMING REGULAR MEETING.

THE REGULAR MEETING IS TO BE HELD ON WEDNESDAY,
AUGUST 19, 2026, AT THE NEWCASTLE CEMETERY
BUSINESS OFFICE – 850 TAYLOR ROAD, NEWCASTLE, CA 95658
AT 8:00AM.

PROPOSED AGENDA

OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY DISTRICT
AUGUST 19, 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 the Minutes for the Workshop Meeting on June 10, 2026.
2. Discussion and Approval of Minutes for the Special Meeting on June 22, 2026.
3. Discussion and Approval of Minutes for the Special Meeting on June 26, 2026.
4. Discussion and Approval of the Minutes for the Workshop Meeting on July 8, 2026.
5. Approval and Payment of June 2026 Bills, Review of List of Checks Prepared by Office Manager.

6. Approval and Payment of the July 2026 Bills, Review of a List of Checks Prepared by Office Manager.
7. Approval of Transfer of June 2026 Income to County.
8. Approval of Transfer of July 2026 Income to County.

G. PROJECT(S) UPDATE

2025-2026 Projects

1. Rocklin Cemetery Paving Projects
2. Newcastle Parking Lot Expansion Project

H. MANAGER'S REPORT

1. Rocklin Historical Society Grave Tour
2. 2025-2026 Year End Financial Reporting:
 - a. Revenue
 - b. Expenses
 - c. Retirement Investment (PARS)

I. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

1. CalPERS Request to Amend Pension Contract to include PEPPRA Provisions
2. New Clear Channel Lease Agreement

J. REVIEW OF CORRESPONDENCE TO THE DISTRICT

1. CAPC Education Conference
2. LAFCO Public Hearing Notice for Placer County District Cemeteries

3. Hess Family thank you card

K. **TRUSTEE QUESTIONS & COMMENTS**

L. **ADJOURNMENT**

This agenda was posted on the 14th day of August 2026

Posted by: Laurie McAfee, Office Manager

Approved by: Jeff Forrey District Manager

James W. Pinocchio, PE
Professional Civil Engineering Consultant
Civil Engineering | Planning | Construction Administration

May 19, 2026

Mr. Jeff Forrey
District Manager
850 Taylor Road
Newcastle, CA 95658

**RE: NEWCASTLE ROCKLIN GOLD HILL CEMETERY DISTRICT
CIVIL ENGINEERING SERVICES**

Dear Mr. Forrey,

The Newcastle Rocklin Gold Hill Cemetery District has requested planning and design services for the expansion of an existing parking lot, to increase parking capacity, the design of a new garage structure, and associated drainage improvements, as identified in Exhibit A. The proposed improvements will be designed to comply with applicable ADA accessibility requirements and will include preparation of site planning, grading, and drainage improvements as necessary. Our team will coordinate with the District Manager, contractors, and applicable local agencies throughout the design and approval process.

Please note that the topographic survey may encompass an extended portion of the project site; however, the scope of engineering and design services will be limited to the proposed parking lot expansion, garage structure, and immediately adjacent grading and drainage improvements associated with the project.

The proposed garage structure is anticipated to consist of either a pre-engineered or conventionally framed building system, to be determined during the preliminary design phase in coordination with the District. Modifications to the selected structure may be incorporated as necessary to meet the operational needs of the District, and coordination related to the structure design is included within this scope of services. Should additional structural calculations or engineering services be required by the permitting agency beyond those provided by the building manufacturer or structural engineer of record, an additional scope and fee proposal will be submitted for District review and approval prior to proceeding.

Below is the proposed scope of work:

Scope of Work:

Task 1 – Meetings with District and Site Visit

After the Notice to Proceed is issued, I will meet with the District to review project expectations and needs. I anticipate four (4) onsite meetings and ongoing phone consultations, which will be billed on a time and materials (T&M) basis according to my standard hourly rate.

Task 2 – Site Plan

We will prepare and update the civil site plan based on a prior layout, incorporating suggestions to meet current and future needs. The plan will adhere to the design standards set by the District or, where applicable, local agency standards.

Task 3 – Onsite Drainage Analysis

Our team will review local stormwater guidelines and determine runoff and mitigation requirements. These guidelines will be incorporated into the improvement plans. Please note, the fee excludes a formal Stormwater Pollution and Prevention Plan (SWPPP). If required, this can be provided under a separate scope and fee.

Task 4 – Grading and Drainage Plan

A grading and drainage plan will be prepared based on the finalized site layout. It will include contours at a minimum of 1-foot intervals and key spot elevations to demonstrate the existing and proposed topography.

Task 5 – Utility Plan

We will prepare a utility plan showing all known existing and proposed utilities, including trenching details and coordination with local agencies.

Task 6 – Structural Design

We will prepare a structural plan for the garage structure. A lump sum fee is proposed for the structural design for either of the following systems:

1. Prefab steel structure with metal roof
2. Wood structure with tile roof
3. CMU structure with tile roof.

Task 7 – Geotechnical Evaluation

We will prepare a geotechnical evaluation to include test pits near the proposed structure and under the proposed parking lot. Findings will guide the design and required to meet the California building code, latest edition.

Task 8 – Improvement Plans

A final set of improvement plans will be developed, encompassing all described plans, project notes, and details. These plans will be signed and ready for submission to local agencies if necessary.

Task 9 – Preparation of District Bid Specifications

We will prepare the necessary bidding documents, including bid bonds, affidavits, bid forms, and the District's general conditions, to facilitate a formal public bid.

Task 10 – Project Bid Assistance

We will assist the District during the bidding process by answering questions, issuing addendums, conducting a pre-bid construction site walk, and providing bid tabulations. We will review bids and recommend the lowest qualified bidder to the board.

Task 11 – Construction Administration

Our construction administration services will include:

- Acting as a liaison between contractors and client representatives.
- Reviewing and recommending construction document change orders for approval.
- Facilitating value engineering and construction fee credits.
- Reviewing and approving contractor progress billings.
- Conducting weekly inspections and progress reports.
- Providing regular updates to the District board and addressing any questions.

The fee estimate for this task is To Be Determined (TBD) and will be based on a construction period of 1-2 months, assuming a 10-hour weekly commitment. The estimation will be adjusted once a contractor is selected, and a project timeline is submitted and approved.

Exclusions from Scope of Work:

- SWPPP Report and Filings
- Environmental investigations, clearances or documents
- Title reports
- Electrical design
- Landscape design
- Irrigation design
- Architectural design
- Legal consultation
- Legal descriptions
- Mileage reimbursement for travel

Estimated Design Fees:

The estimated fees for the project are based on a time and materials basis at an hourly blended rate of \$130. The initial budget is as follows:

Task 1 – Meetings and Site Visit:	\$1,950 (15 Hours)
Task 2 – Site Plan:	\$3,250 (25 Hours)
Task 3 – Drainage Analysis:	\$2,080 (16 Hours)
Task 4 – Grading and Drainage Plan:	\$3,250 (25 Hours)
Task 5 – Utility Plan:	\$1,040 (8 Hours)
Task 6 – Structural Plan	\$6,500 (Lump Sum)
Task 7 - Geotechnical Evaluation	\$5,000 (Lump Sum)
Task 8 – Improvement Plans:	\$7,800 (60 Hours)
Task 9 – Bid and Technical Specifications:	\$1,300 (10 Hours)
Task 10 – Bid Assistance:	\$650 (5 Hours)
Task 11 – Construction Administration:	TBD
Total Estimated Fee:	\$32,820

These costs are based on our Standard Rate Schedule (Exhibit B). Reimbursables, such as printing, field materials, subconsultants, and travel, are excluded and will be billed separately.

Estimated cost show are estimates only and work is billed on an hourly basis on T&M. Any additional hours above the estimates shown will be submitted in a change request to the District for approval prior to commencement of work.

If you have any questions or require modifications to the Scope of Work, please contact me at your convenience. Upon approval, we will forward a formal contract for your review and signature.

Signature Page:

Name: _____

James Pinocchio, PE

Business: _____

Professional Civil Engineer Consultant

Sign: _____

Sign: _____

Date: _____

Date: _____

Exhibit A

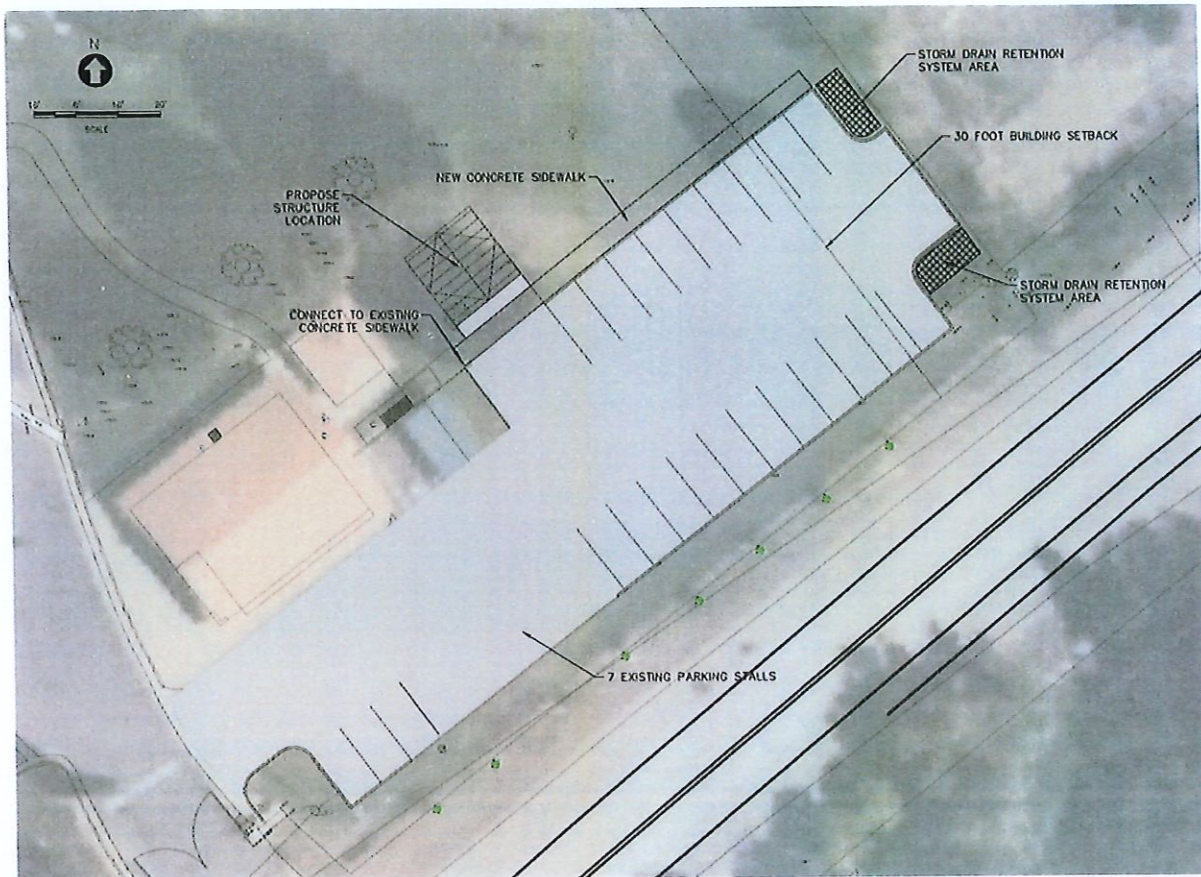


Exhibit B

Schedule of Charges/Payments

Compensation under this Agreement shall be computed pursuant to the following rate schedule:

Principal:	\$150 per Hour
Project Managers:	\$130 per Hour
Project Engineers:	\$120 per Hour
CAD Operators:	\$100 per Hour

Consultant will invoice District on a monthly cycle for services actually performed. Consultant will include with each invoice a detailed progress report that indicates the amount spent on each task. Consultant will not invoice District regarding any out-of-scope work being performed by Consultant.

District shall pay Consultant within thirty (30) days of receipt of an invoice for services satisfactorily performed.

California Public Employees' Retirement System
Financial Office | Pension Contracts & Prefunding Programs
P.O. Box 942715, Sacramento, CA 94229-2715

www.calpers.ca.gov
888 CalPERS (or 888-225-7377)
TTY: (877) 249-7447



Laurie McAfee
Office Manager
Newcastle, Rocklin, Gold Hill Cemetery District
850 Taylor Road
Newcastle, CA 95658

CalPERS ID: 1335550444

August 3, 2026

Dear Laurie McAfee,

Thank you for contacting CalPERS regarding your retirement contract. Provided in myCalPERS you will find the Resolution of Intention and Exhibit Amendment to the Contract to include Public Employees' Pension Reform Act language.

Also provided are the following documents:

1. Form CON-12, Certification of Governing Body's Action.
2. Instruction sheet for submission of Resolution of Intention documents and required certifications into myCalPERS.

In summary, the following documents must be submitted through myCalPERS before we can forward the actual contract and final documents necessary to complete the process. PLEASE DO NOT HOLD THESE DOCUMENTS PENDING ADOPTION OF THE FINAL Resolution.

If your agency adopts the Resolution of Intention on August 19, 2026, the earliest date the final Resolution may be adopted is September 8, 2026. There must be a 20 day period between the adoption of the Resolution of Intention and the adoption of the final Resolution pursuant to Government Code Section 20471. There are no exceptions to this law.

The effective date of this amendment may be as early as the day following the effective date of the final Resolution.

Please do not retype the Amendment to Contract and/or agreement documents. Only documents provided by this office will be accepted. If you have any questions regarding any documents, please contact this office prior to presenting to your governing body for adoption. Another contract amendment cannot be started until this amendment is completed or cancelled.

We are here to assist you. If you have any questions or would like additional information, please visit our website www.calpers.ca.gov, or you may contact us toll free at **888 CalPERS** or (888-225-7377).

Sincerely,

Roselee Camacho

Roselee Camacho
Pension Contracts Analyst
Financial Office | Pension Contracts & Prefunding Programs Division

RC:tp



Certification of Governing Body's Action

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the

_____ of the
(governing body)

(public agency)

on _____.
(date)

Clerk/Secretary

Title

**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

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

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

To include Public Employees' Pension Reform Act language.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the above agency does hereby give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

By: _____
Presiding Officer

Title

Date adopted and approved

CLEAR CHANNEL LEASE RENEWAL OPTIONS

	<u>10 Year Term - Rent Paid each Month</u>	<u>15 Year Term - Rent Paid each Month</u>	<u>20 Year Term - Rent Paid each Month</u>
Year 1	\$1,899.75	\$2,106.25	\$2,312.75
Year 2	\$1,899.75	\$2,158.91	\$2,376.35
Year 3	\$1,899.75	\$2,212.88	\$2,441.70
Year 4	\$1,899.75	\$2,268.20	\$2,508.85
Year 5	\$1,899.75	\$2,324.91	\$2,577.84
Year 6	\$2,127.72	\$2,383.03	\$2,648.73
Year 7	\$2,127.72	\$2,442.60	\$2,721.57
Year 8	\$2,127.72	\$2,503.67	\$2,796.41
Year 9	\$2,127.72	\$2,566.26	\$2,873.32
Year 10	\$2,127.72	\$2,630.42	\$2,952.33
Year 11		\$2,696.18	\$3,033.52
Year 12		\$2,763.58	\$3,116.94
Year 13		\$2,832.67	\$3,202.66
Year 14		\$2,903.49	\$3,290.73
Year 15		\$2,976.08	\$3,381.23
Year 16			\$3,474.21
Year 17			\$3,569.75
Year 18			\$3,667.92
Year 19			\$3,768.79
Year 20			\$3,872.43
TOTAL RENT PAID OVER TERM	\$241,648.20	\$453,229.45	\$727,056.37

**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 2.5% 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: _____

Education Seminar

-Featured Cemetery: Saratoga Cemetery District

-Grounds Crew: Job Skills, Management, Safety & Equipment from the Ground Up:

Learn about how to improve our day-to-day grounds operations to protect yourselves, the District and the public.

-Headstone Ownership & Liability:

Dive into the confusing world of headstones covering preservation, liability, oversight & ownership.

-Job Descriptions & Why They Matter:

This presentation examines the purpose & value of the job description in today's workplace. Participants will learn how well-written job descriptions support effective hiring, performance management, employee development & legal compliance. The session will cover key components of a job description, common challenges, best practices for ensuring roles & responsibilities are clearly defined & aligned with business needs.

Area Meeting

-Problem Solving: Trustees, Managers/Secretaries Workshop:

Provides the opportunity to share information and ask questions about problems that are common to other districts. To ensure your problem will be addressed, you can submit your problem/question in advance.

-101 on Employee Handbooks:

Learn as an employee & as a manager why a robust employee handbook matters to an agency & the employees.

-SB 827 Required Fiscal Responsibility &

Training: Certification training for management & trustees pursuant to SB 827 covering what you need to know about your district's finances.

Ed/Area Meeting

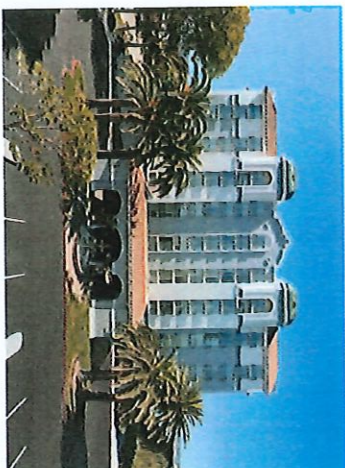
LOCATION: The education seminar and area meeting will be held at: Embassy Suites San Francisco Airport Waterfront, Burlingame, CA.

For hotel accommodations please click on the link below:

<https://www.hilton.com/en/attend-my-events/fobqes-cqm-7f5cf593-c14a-4fa3-ac1a-0d60f57c7702>

Or you can call the hotel reservation phone number: 1-800-445-8667 and mention Group Code: CQM

- A special room rate of \$245.92 (Tax included) per night has been obtained for CAPC participants.
- Check in-time is 4:00 p.m.
- Check-out time is 12:00 p.m.
- Free High Speed Wireless Internet in meeting rooms & registered guest rooms.
- Parking is available for \$10.00 per night for overnight guests.
- Complimentary Airport Shuttle



Make your hotel reservations today!

Deadline for hotel reservations is Thursday, September 17, 2026

California Association of Public Cemeteries

Presents the
CAPC
Annual

Education Seminar
Friday, October 9, 2026



Area Meeting
Saturday, October 10, 2026

Embassy Suites San Francisco
Airport Waterfront
150 Anza Blvd.
Burlingame, CA 94010

Registration Form
"Public Cemetery District"
Annual Education Seminar & Area Meeting
Friday, October 9 & Saturday, October 10, 2026

Name _____ Position _____

District _____

Address _____

City/State/Zip _____

Telephone _____

First time attendee at CAPC event, Yes _____ No _____

Guest _____

Please complete separate registration for each attendee and return with payment no later than September 18, 2026. Refunds will only be made on cancellations received in the CAPC office by September 18, 2026.

Member Registration Fee (For One Person): \$ 415.00

Includes:

- Friday Lunch (Plated)
(Special Need: _____ Vegetarian Lunch)
- Saturday Lunch (Plated)
(Special Need: _____ Vegetarian Lunch)

Friday, October 9, 2026

(Plated Lunch: Local Monterey Lettuce, Herb Crusted Roast Chicken, Garlic Mashed Potatoes, Grilled Vegetables & New York Cheesecake)

Guest Plated Lunch @ \$ 81.00 each \$ _____

*Special Need: _____ Vegetarian Lunch

Saturday, October 10, 2026

(Plated Lunch: Crisp Romaine Salad, Roasted Pork Tenderloin, Herb Roasted Potatoes, Rice Pilaf & Carrot Cake)

Guest Plated Lunch @ \$ 86.00 each \$ _____

*Special Need: _____ Vegetarian Lunch

Total Enclosed: \$ _____

Send completed registration and check to:
 California Association of Public Cemeteries
 P.O. Box 119 Phone: 951-925-1111
 San Jacinto, CA 92581 Toll Free (CA): 888-344-9858
 Fax: 951-652-3643

No refunds for cancellations received after September 18, 2026.
 Scholarship Applications to attend the seminar are being accepted from CAPC member districts until August 28, 2026. Contact CAPC.
 Public is welcome with a paid registration.

California Association of Public Cemeteries
Annual Education Seminar & Area Meeting
Embassy Suites San Francisco Airport Waterfront, Burlingame, California

Education Seminar	
Thursday, October 8, 2026	
4:30-6:30 p.m.	Registration
5:00-6:30 p.m.	<u>Hotel's Hospitality Reception</u>
	Dinner on Your Own
Friday, October 9, 2026	
6:30-9:30 a.m.	Hotel Breakfast Buffet for Registered Guests
7:30 a.m.	Meeting Registration
8:30 a.m.	Welcome and Program Introduction
8:45 a.m.	Featured Cemetery: Saratoga Cemetery District, <i>Presented by:</i> Steve Albright, General Manager
9:00 a.m.	Grounds Crew: Job Skills, Management, Safety & Equipment from the Ground Up, <i>Presented by:</i> Jake Dickman, GSRMA
10:30 a.m.	Break
11:00 a.m.	Headstone Ownership & Liability, <i>Presented by:</i> Brian Hughes, Attorney, Best Best & Krieger
Noon:	Lunch
1:20 p.m.	Donation Drawing
1:30 p.m.	Job Descriptions & Why They Matter, <i>Presented by:</i> Mark Velasquez, Attorney
3:00 p.m.	Adjourn
3:30 p.m.	CAPC Board of Directors Meeting
	Dinner on Your Own
Area Meeting	
Saturday, October 10, 2026	
7:30-10:30 a.m.	Hotel Breakfast Buffet for Registered Guests
7:30 a.m.	Meeting Registration
8:30 a.m.	Combined Group Session:
10:30 a.m.	Break
11:00 a.m.	101 on Employee Handbooks, Presented by: Tooba Naveed, Labor & Employment Associate Attorney, Best Best & Krieger
Noon:	Lunch
1:20 p.m.	Donation Drawing
1:30 p.m.	SB 827 Required Fiscal Responsibility & Training, Presented by: Brian Hughes, Attorney, Best Best & Krieger
3:30 p.m.	Adjourn
	Dinner on Your Own



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

COMMISSIONERS

Whitney Eklund
Chair
(City)

Susan Rohan
Vice Chair
(Public)

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(Special District)

Anthony DeMattei
(County)

Judy Friedman
(Special District)

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(County)

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(County)

Cherri Spriggs
(Public)

Scott Wilson
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

Colette Santsche
Interim
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Commission Clerk/
Analyst

NOTICE IS HEREBY GIVEN that on Wednesday, August 12, 2026, at 4:00 p.m., or as soon thereafter, the Placer Local Agency Formation Commission (LAFCO) will hold a Public Hearing, in-person and remotely, to consider the following:

LAFCO Project No. 2024-04 Placer County Cemetery Districts Municipal Service Review and Sphere of Influence Update: The Commission will consider adoption of the MSR and SOI update for the Auburn Cemetery District, Colfax Cemetery District, Newcastle, Rocklin, and Gold Hill Cemetery District, Placer County Cemetery District #1, Roseville Cemetery District, and Tahoe City Cemetery District. The Commission will also receive open the item for public comment. CEQA Lead Agency: LAFCO, Class 6 Categorical Exemption, Cal. Pub. Resources Code, § 21083; Cal. Code Regs., tit. 14, § 15306.

The hearing will be held in-person and remotely.

- Date: August 12, 2026
- Time: 4:00 P.M.
- Location: Placer County Administrative Building (Board of Supervisors' Chambers) 175 Fulweiler Ave, Auburn, CA 95603

Options to join the meeting remotely can be found on our website at www.placerlafcocga.gov/august12.

Copies of the final MSR, will be posted online at least five days before the hearing date at www.placerlafcocga.gov/2024-04.

All interested parties are invited to attend and participate in the public hearing either in-person or remotely.