

NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY
District Office, 850 Taylor Road, Newcastle, CA 95658
Minutes for the Regular Meeting held February 18, 2026
The agenda was posted on Friday, February 13, 2026

A. CALL TO ORDER

Chairman Mark Riemer called the meeting to order at 8:01am.

B. ROLL CALL

Trustees Present – Mark Riemer, Gordon Takemoto, Grant Kageta, Jennifer Knisley and Roy Hebard
Staff Present - Jeff Forrey and Laurie McAfee
Teleconference – None
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 January 14, 2026.
2. Approval of Minutes for the Regular Meeting on January 21, 2026.
3. Approval of payment of the January 2026 Bills in the amount of \$16,126.27.
4. Approval of transfer of January 2026 income to Placer County in the amount of \$26,951.13.

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

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G. PROJECT UPDATE -

1. Rocklin Pavilion Landscape Project – The site was prepped for sod and half the plants were planted prior to the incoming rain. Everything held through the first storm and the cobble creek ran well. Once the rain stops and things dry out a bit, the contractor will need about 6-7 days to complete the project.
2. Newcastle Cemetery Section M Expansion – The lot pins arrived and were installed. The map has been finalized and Pontem is being updated to reflect the new spaces. Once that is completed then we will be ready to open the area for sale.
3. Newcastle Cemetery Conditional Use Permit for undeveloped 20 acres – The predevelopment application, site map, APM map, project description and pre-development meeting fees have all been submitted. The pre-development meeting with the Placer County Planning Committee is scheduled for Tuesday, February 24th at 10am and both Jimmy and Jeff will be attending.
4. Newcastle Parking Lot Expansion – The area was shot and we are waiting on the topo of the office and parking lot area notating the boundaries so that Jimmy can start the planning process.

H. MANAGERS REPORT -

1. LAFCO SOI Update – An email was received from South Fork Consulting with the results of their sphere of influence research and included the maps of the proposed sphere of influence changes. During Roseville Cemetery Districts meeting with South Fork Consulting, they requested that if they are giving up the portion of Rocklin that is currently in their District to us and the revenue they receive from it, then they would in turn like the portion of Granite Bay that is in our district and those revenues to be given to them. Per our Board, due to the fact that the area of Granite Bay was previously a part of Loomis we would be agreeable with giving up that area and the revenues to Roseville but we would want an agreement with Roseville that families in that area would still have the option to choose to purchase within one of our cemeteries and that if there are families that are in the area of Rocklin that is currently in the Roseville Cemetery District, would still have the option to go to Roseville Cemetery District. The Board stated that they are not concerned with the tax revenue but rather they want to be sure that the families are fairly served. The Board directed the District Manager to respond to the South Fork Consulting and instruct them they would be willing to move forward with the proposal as provided so long as Roseville Cemetery District was willing to the stipulations that the families in the areas affected by the change would still have the option of going to either district.

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2. Equipment Sale – The las four items approved by the Board have now been auction and sold. The John Deere Backhoe was sold for \$10,124.00, the Ford Tractor sold for \$2,550.00, the John Deere Mower sold for \$1,188.00 and the Jacobson mower sold for \$2,176.00. We are still waiting on the auction winners for the Ford Tractor and Jacobson mower to be picked up.
3. Customer Refunds/Waiver Fees – The Board was asked their thoughts on if the District Manager can make the decision to refund or waive fees in such cases where an error was made by staff. The Board felt that in situations where an error was made, the District Manager can choose to waive or refund fees on a case-by-case basis, and the District Manager will update the Board when those situations take place. Roy made a motion to approve the District Mangers authority to approve the refund or waiving of fees. Gordon seconded the motion. All in favor, motion carried.

I. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

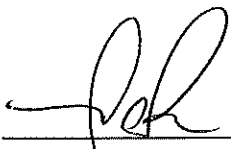
1. 2025/2026 Budget Adjustment Recommendation and Resolution 2026-02 – The Board was presented with a resolution increasing the 2025-2026 budget by 51,000.00 to cover additional expenses. Roy made a motion to approve the resolution. Jennifer seconded the motion. All in favor, motion carried.
2. Standard Vantage Vault Price Increase – The Board was notified that our supplier for Vantage Vaults has changed and our cost for the vantage vaults has increased from \$388.00 to \$485.00 per vault. We currently charge our customers \$540.00. The Board felt that the District receives enough property tax revenue annually so there is no need to pass the cost onto our customers at this time. No action taken.
3. Revisions to Graveside Safety Regulations – Now that the pavilion at Rocklin Cemetery has been completed, staff recommended to the Board that we no longer allow tents and chairs at the graveside. Staff felt that with the issue of trees making it difficult to move the tent around and the instability of the ground for chairs, it would be better to no longer offer the service. The pavilion would be offered at no cost to those customers that are interring someone at the cemetery. Roy made a motion to accept the staff’s recommendation of no longer allowing tents or chairs at the graveside. Gordon seconded the motion. All in favor, motion carried.

J. REVIEW OF CORRESPONDENCE TO THE DISTRICT –

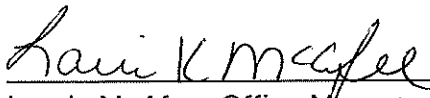
1. LAFCO Special District Call for Nominations – The Board was informed that we received correspondence from LAFCO informing us of a vacancy on the Board and they are accepting nominations to fill the vacancy. Jennifer expressed that she may be interested in a nomination but will get back to the Board in March with a definite answer.

K. TRUSTEE QUESTIONS & COMMENTS – None

- L. ADJOURNMENT** - Roy made a motion to adjourn the meeting. Gordon seconded the motion. All in favor, motion carried. Meeting adjourned at 9:08am.



Mark Riemer, Chairman



Laurie McAfee, Office Manager