

NEWCASTLE, ROCKLIN, GOLD HILL CEMETERY
District Office, 850 Taylor Road, Newcastle, CA 95658
Minutes for the Regular Meeting held March 18, 2026

The agenda was posted on Friday, March 13, 2026

A. CALL TO ORDER

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

B. ROLL CALL

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

Staff Present - Jeff Forrey and Laurie McAfee

Teleconference – None

Absent – Mark Riemer

Guest(s) – Amanda Ross with South Fork Consulting via Zoom

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 February 11, 2026.

2. Approval of Minutes for the Regular Meeting on February 18, 2026.

3. Approval of payment of the February 2026 Bills in the amount of \$14,981.64.

4. Approval of transfer of February 2026 income to Placer County in the amount of \$29,902.09.

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

G. PROJECT UPDATE -

1. Rocklin Pavilion Landscape Project – The project has been completed, and a “Notice of Completion” was filed with Placer County. There are a few more items to be completed in-house. We will be planting a red oak tree and some ground cover under the tree.

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2. Newcastle Cemetery Section M Expansion – The garden is finished and now open for sale.
3. Section 3A Project – Two trees have been planted and some sod installed behind the parking area. Bay Laurels are still to be planted along the fenceline and then the gardens will be done. It should be completed by next Friday.
4. Rocklin Cremation Estates – We are close to completion of this project. We raised 4,400 square foot area that was prone to flooding and installed sod. We are working on planting rose trees and geraniums in each estate. This project should be completed by next Friday.
5. Rocklin Maintenance Shop Project – We added new shop organizers and this project is now complete.
6. Newcastle Cemetery Conditional Use Permit for undeveloped 20 acres – Jeff and Engineer, James Pinocchio, completed a video conference call with the planning and permits department at Placer County. We are now consulting with our attorney on the information that was provided during that call.
7. Newcastle Parking Lot Expansion – The topo has been completed but project is briefly being put on hold until other projects are completed.

H. MANAGERS REPORT -

1. LAFCO SOI Update – Amanda with South Fork Consulting explained to the Board the process of the sphere of influence study and that their recommendation is just that, a recommendation. They have no control or ability to facilitate negotiations between the districts. If their recommendations are accepted by LAFCO, a Public Hearing will be held to give the Public the opportunity to voice their opinions. If the recommendations regarding the spearer of influence changes is adopted; it would be up to the individual Districts to decide if they wanted to file a request with the County to have the boundaries changed and tax dollars diverted at which point we would be required to follow the new district boundary lines.
2. RMAP – We scored 104.5 out of 100. During the process we identified areas that we could improve upon and will work on finalizing a new policy binder to clean up our old binder. It will include new policies recommended by Golden State Risk Management.
3. Pioneer Solar Program – Met with Lisa from Pioneer Energy and Brent & Matt wit Participate Energy. Participate Energy offers a program through Pioneer Energy that assists businesses with installing solar power energy with no upfront cost to the business. You would pay a monthly fee to Pioneer/Participate Energy to help offset the cost, which is spread out over the 25-year contract, and this would be reflected in our monthly PG&E bill. The 25-year

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contract locks in a fixed rate for energy consumption. The solar equipment remains the property of Participate Energy even after the conclusion of the contract and they are responsible for maintenance of the equipment. They are conducting research to determine how much they can save us on our monthly bill so that we can determine if it will be worth upgrading to solar. There are no grants available, they offer only a tax rebate/credit to those that sign up prior to July 1, 2026.

4. Staff on Leave – We have a staff member going on medical leave for surgery starting March 30th through June 30th, another staff member out on a workers comp claim for a shoulder injury and another one that was out on a workers comp claim for a reoccurring back injury but has returned to work on modified duty. With the early return of the warm weather, it will be difficult for the staff to keep up with the maintenance of the cemetery grounds and services and requests direction on bringing in a temp to help. The Board directed the District Manager to reach out to our temp company to see what our options are for bringing back a temp worker we previously had.

I. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

1. Fiscal Year Audit 2024/2025 – Roy made a motion to approve the audit as it was presented by the auditor at our workshop meeting on March 1, 2026. Grant seconded. All in favor, motion carried.

J. REVIEW OF CORRESPONDENCE TO THE DISTRICT –

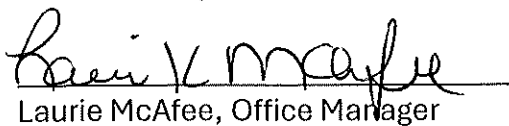
1. LAFCO Special District Call for Nominations – Jennifer Knisley was nominated.

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