

Alamo-Lafayette Cemetery District

An Independent California Special District

3285 Mt. Diablo Blvd./P.O. Box 1955 • Lafayette, California 94549 • (925) 284-1353

**MINUTES
REGULAR MEETING
NOVEMBER 10, 2025
1:00 P.M.**

Held at: Supervisor Candace Andersen's Office 3338 Mt. Diablo Blvd. Lafayette, CA 94549

CALL TO ORDER – The meeting was called to order at 1:09 p.m. by Trustee McCosker.

PLEDGE OF ALLEGIANCE

ROLL CALL Present: Trustees - Steven Bolen, Paul Gardner and Trustee/Chair Mary McCosker. Staff: District Manager Patricia Howard. Supervisor Andersen's District Representative Cameron Collins.

PUBLIC COMMENTS – None

ADOPTION OF AGENDA – It was moved by Gardner, second by Bolen to adopt the agenda as presented.

Vote: Ayes – Gardner, Bolen and McCosker. Nays – 0

CORRESPONDENCE

CAPC – Membership, Annual Conference and updates

CCC – Supervisor Andersen's weekly newsletters, Notice of meeting and agenda

CC County Auditor/Controller – Elimination of Pennies, Property Auction

CSDA – e News updates, Brown Act overhaul, Open Forum, Take Action Brief, General Manager Leadership and Numerous Webinars

CCSDA – Notice of Meeting

EBMUD – Smart Water Habit, Current Water Usage

EBIRD – November Park Explorer

LAFCo – November 12, 2025, meeting cancelled

Museum of the San Ramon Valley – Alamo Cemetery Tour was rescheduled and Port Chicago Explosion

SDRMA – District Digest, various Webinars and November Risk Control & Safety and Labor Law posters

WAA – Notice of Zoom Meeting and the Placement of Wreaths on December 13, 2025

Nancy Brewer Email – Inquiring about her family's lot in the Alamo Cemetery and the failing retaining wall surrounding it

HOWARD'S REPORT

The racoons are still tearing up the new sod.

All communications from the City of Lafayette are being forwarded to the District's legal counsel. Their civil engineer came onto the property and marked the grounds where the pipe is currently located. I happened to notice, and we spoke about the work that needs to be done. He said the district will have to pay for any damage that they make in their easement.

Flags were placed for Veterans' day.

I received a phone call from Ms. Akbari wanting an update which I forwarded to the District's legal counsel.

The District's legal counsel sent a letter to Ms. Akbari, addressing her complaint.
CEMSITES is up and running, we are now entering cemetery information into the software.
Former employee filed for Unemployment.
Endowment fees and interest have been updated in the Endowment Fund.
Larry Blodgett reached out regarding the tree work that Lafayette Pointe Condo's performed on their smaller trees.
I felt the explanation from Contra Costa County Auditor / Treasurer relied with regarding the Endowment Fund and its interest, was insufficient and should be addressed by a LAIF / CPA who specialized in that specific field.

APPROVAL OF MINUTES – It was moved by Gardner, second by Bolen to approve the regular meeting minutes of October 20, 2025, as presented. *Vote:* Ayes – Gardner, Bolen and McCosker. Nays – 0. It was moved by Bolen, second by Gardner to approve the special meeting minutes of October 20, 2025, and October 20, 2025, as presented. *Vote:* Ayes –Bolen, Gardner and McCosker. Nays – 0.

FINANCIALS –

- a. It was moved by Gardner second by Bolen to approve the October 2025 warrants as presented.
Vote: Ayes – Gardner, Bolen and McCosker. Nays – 0
- b. Monthly Financials for October 2025 were given to the Board.

OLD BUSINESS

- c. **No Old Business**

NEW BUSINESS

- a. **Front Lawn Fees - o new business**

COMMENTS FROM TRUSTEES

The Trustees instructed District Manager Howard not to pay them until the January 2026 Board meeting. They said they passed motion at their 3:00 pm Special Meeting on October 20, 2025, to only be paid once a month regardless of how many meetings they attend.

ADJOURN MEETING – 2:39 pm.

NEXT MEETING: December 8, 2025, at 1:00 P.M. held at Supervisor Andersen's Office.