

**Regular Meeting of the
MIDDLETOWN CEMETERY DISTRICT -- A SPECIAL DISTRICT IN THE COUNTY OF LAKE
Mary Hardesty Building, 16357 Butts Canyon Road, Middletown, CA
Tuesday, April 21, 2026, at 10:00 AM
AGENDA**

1. **CALL TO ORDER**
2. **ROLL CALL:** Trustees: Zoi Bracisco, Susie Knowles, Bonnie Albertson, Judy Kauffman, Carol McDowell
Manager: Shirley Foster
3. **AMERICAN FLAG SALUTE**
4. **PUBLIC COMMENT:** REQUESTS, CORRESPONDENCE, AND SUGGESTIONS FROM THE COMMUNITY
 - a. Invitation via website to purchase advertising on the new scorecards for the golf course.
 - b. There is some interest in forming a Lake County CSDA Chapter. There would be no cost to participate.
5. **MOTION TO APPROVE THE AGENDA** M_____ S_____ P_____
6. **MOTION TO APPROVE MINUTES** from March 17, 2026 M_____ S_____ P_____
7. **ACTION ITEMS:**
 - a. **MOTION TO ACCEPT THE FINANCIAL REPORT for March 2026.** M_____ S_____ P_____
2025-26 Budget: \$318,620 (\$382,915 minus \$64,295 in contingencies)
Spent to Date: \$ to come
Balance Remaining: \$ to come
MOTION TO APPROVE THE PURCHASE OF A NEW HVAC SYSTEM FOR THE OFFICE.
Revised estimates are attached
M_____ S_____ P_____
Approved Vendor: _____
Estimate # and Price: _____
 - b. **MOTION TO APPROVE THE BID FROM WELL HUNG GARAGE DOORS TO REPAIR MAIN ENTRANCE GATE AND REPLACE TIMERS ON BOTH GATES. Estimate #134 for \$800.19.**
M_____ S_____ P_____
 - c. **MOTION FOR EXCEPTION TO APPROVED RULES:** The family of Yolanda Limones-Suares (DOD 1-19-2026) would like to install a granite cover over her grave. This would be similar to the cover on her son's grave (Cesar, DOD 2022), as she is buried next to him. Requested via Lynda Matthews, Lake County Monument. See attached photo.
M_____ S_____ P_____
8. **BURIAL ACTIVITY (see attached)**
9. **RESPONSE FROM SYDNEY HUNT** regarding the grave of Fred Dunkin and the two Cardenas children. (none to date)
10. **DISCUSSION on the use of the burial plots reserved for the Rebekahs (Susie).**
11. **MANAGERS' REPORT AND MAINTENANCE REPORT (attached)**
12. **MEMORIAL DAY PLANNING**
 - a. Delegation of responsibilities (see attached)
 - b. The second set of wreath sponsorship letters was mailed on April 10. (see attached.)
13. **BUDGET PLANNING for 2026-27**

14. ROOF INSPECTION:

2004 -- Dennis West Roofing (\$3,500), 30-year roof (probably office building)

2018 -- Shed, Restrooms, Caretakers Cottage (\$4,600), 10-year labor warranty

Curtis Edwards Roofing inspected all four roofs and reported that no repairs are needed at this time. The office roof likely has 5 or 6 years of life left. He normally charges \$250 for this service, but waived the fee.

15. NEXT REGULAR MEETING: Tuesday, May 19, 2026, at 10:00 AM

16. MOTION TO ADJOURN _____ M_____ S_____ P_____