

**PARKS AND RECREATION COMMISSION  
SPECIAL MEETING - ZOOM  
TELECONFERENCE AGENDA**

**Thursday, December 11, 2025  
7:00 PM**

**Join Zoom from PC, Mac, iPad, or Android:  
<https://cityofpleasanton.zoom.us/j/84924288552>**

**Phone one-tap:  
+16694449171,,84924288552# US**

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Commissioners Brown, Deckert, Hall, Immadi, Schempp, Medina, and Alfaro will participate by teleconference from the following locations:

2600 Camino Ramon, San Ramon, CA	4646 Gate Tree Circle, Pleasanton, CA	2054 Foxswallow Road, Pleasanton, CA
2826 Arronia Court, Pleasanton, CA	5105 Mount Tam Circle, Pleasanton, CA	3462 Bingham Court, Pleasanton, CA
1536 Brookline Loop, Pleasanton, CA		

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**CALL TO ORDER**

- Pledge of Allegiance
- Roll Call

**AGENDA AMENDMENTS**

**MEETING OPEN TO THE PUBLIC**

1. Public Comment regarding items not listed on the agenda – Speakers are limited to 3 minutes.

**MATTERS FOR THE COMMISSION’S REVIEW/ACTION/INFORMATION**

2. Recommend City Council adopt a resolution amending the Master Fee Schedule for the Pleasanton Pioneer Cemetery

**COMMISSION REPORTS**

**MATTERS INITIATED**

**ADJOURNMENT**

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### **Notice**

Under Government Code §54957.5, any writings/documents regarding an open session item on this agenda provided to a majority of the Commission after distribution of the agenda packet will be available for public inspection at the Library and Recreation department located at 400 Old Bernal Ave., Pleasanton, CA 94566.

### **Accessible Public Meetings**

The City of Pleasanton can provide special assistance for persons with disabilities to participate in public meetings. To make a request for a disability-related modification or accommodation (e.g., an assistive listening device), please contact the Library and Recreation department located at 400 Old Bernal Ave., or (925) 931-5340 at the earliest possible time. If you need sign language assistance, please provide at least two working days' notice prior to the meeting date.

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**PARKS AND RECREATION  
COMMISSION AGENDA REPORT**

December 11, 2025  
Library and Recreation

**TITLE: RECOMMEND CITY COUNCIL ADOPT A RESOLUTION AMENDING THE  
MASTER FEE SCHEDULE FOR THE PLEASANTON PIONEER CEMETERY**

**SUMMARY**

Staff recommends adopting a resolution to update the Master Fee Schedule (Attachment 1) to address escalating operational costs at Pleasanton Pioneer Cemetery and implement fiscally responsible burial service practices for calendar year 2026. The updated schedule reflects necessary fee increases for burial services and introduces a shift to unbundled service pricing, separating burial services from plot sales to mitigate long-term financial liabilities associated with pre-need sales. Additionally, staff will temporarily pause new casket plot sales beginning January 2026 to evaluate financially sustainable service delivery models that align with industry best practices and ensure the Cemetery's long-term operational viability. Baby cremains and casket plots will remain available for bundled purchase, as these sites are small enough to dig with a shovel, and never purchased pre-need.

**RECOMMENDATION**

Recommend City Council adopt a resolution amending the Master Fee Schedule for the Pleasanton Pioneer Cemetery.

**BACKGROUND**

Since purchasing the Cemetery in 2006, the City of Pleasanton has set purchase prices for burial plots and service fees in the Cemetery based upon the inherited pricing schedule when the City took over cemetery operations, actual costs involved, and the Consumer Price Index.

On August 19, 2025, the City Council supported the Parks and Recreation Commission and staff recommendation to shift cemetery operations to a Community Amenity that aligns with public goals and starts to develop a financially sustainable path forward. This included pausing the sales of casket burial sites and focusing on creating a more self-sustaining model for the Cemetery Enterprise Fund.

**DISCUSSION**

In the proposed update to the Pleasanton Pioneer Cemetery Fee Schedule, fees have been adjusted to reflect the burial cost increases from the contractor who supports the cemetery, as well as comparative pricing data from other cemetery operators. This analysis is included in Attachment 2. The proposed fee schedule is listed below, and the existing Master Fee Schedule for the Pioneer Cemetery is included as Attachment 3. Services for casket burials are included in the proposed fee schedule for those customers who purchased casket plots prior to the bundling of casket plot and service fees.

**Property Fees:**

Burial Plot Cremains	\$ 5,000
Baby Burial Plot Casket <i>(includes burial fee and property cost)</i>	\$ 5,000
Baby Burial Plot Cremains <i>(includes burial fee and property cost)</i>	\$ 3,700

**Service Fees (Only offered at time of need):**

Single Casket Burial Fee	\$ 4,200
Cremated Remains Burial Fee	\$ 1,400
Weekend/Holiday Fee Casket <i>(Additional)</i>	\$ 1,200
Weekend/Holiday Fee Cremains <i>(Additional)</i>	\$ 600

**Disinterment Fees:**

Casket Disinterment	\$ 4,200
Cremains Disinterment	\$ 1,650
Weekend/Holiday Fee <i>(Additional)</i>	\$ 1,200

**Other Fees:**

Casket Vault	\$ 1,000
Cremains Vault	\$ 250
Grave Marker Installation <i>(Flush Marker 28" x 20")</i>	\$ 550
Bronze Marker Concrete Base	\$ 300
Marker Removal Fee	\$ 300

**EQUITY AND SUSTAINABILITY**

This is the first step in the process to develop a long-term, sustainable service and revenue model for the Pleasanton Pioneer Cemetery. Staff will bring a more detailed sustainability plan for City Council review in the summer of 2026.

## **OUTREACH**

Notice of this item will be shared with the Veterans groups in the community.

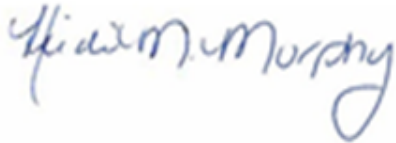
## **STRATEGIC PLAN ALIGNMENT**

This item aligns with the ONE Pleasanton Goal - Funding Our Future: Fiscal Sustainability.

## **FINANCIAL STATEMENT**

The total estimated cost of cemetery operations includes staff salaries, contract fees for grave digging and grounds maintenance, and utilities. The proposed updates to the fee schedule offset direct fee increases from the contractor who digs the graves and maintains the cemetery grounds, and limit liabilities assumed from the pre-need sales of services. These fee increases are not anticipated to have a significant financial impact on the City budget. The Cemetery operates as an enterprise fund, with operating revenues mostly offsetting operating expenditures. The City's General Fund provides a \$50,000 annual subsidy to the Cemetery Fund. Cemetery expenditures are allocated in account 40150220-430101.

Prepared by:

A handwritten signature in blue ink that reads "Heidi Murphy". The signature is written in a cursive, flowing style.

Heidi Murphy, Director of Library and Recreation

Attachments:

1. RESOLUTION
2. PPC Fee Analysis and Proposal
3. PPC master-fee-schedule

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLEASANTON, AMENDING THE MASTER FEE SCHEDULE FOR THE PLEASANTON PIONEER CEMETERY**

**WHEREAS**, fees for services at the cemetery have increased; and

**WHEREAS**, City Council voted on August 19, 2025 to temporarily pause the sale of casket plots beginning January 1, 2026; and

**WHEREAS**, unbundling pricing packages allows for better long-term financial sustainability, with plot sales available for sale pre-need and services sold only at the time of need.

**NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF PLEASANTON DOES RESOLVE, DECLARE, DETERMINE AND ORDER THE FOLLOWING:**

**SECTION 1.** Amends the Master Fee Schedule to:

**Property Fees:**

Burial Plot Cremains	\$ 5,000
Baby Burial Plot Casket <i>(includes burial fee and property cost)</i>	\$ 5,000
Baby Burial Plot Cremains <i>(includes burial fee and property cost)</i>	\$ 3,700

**Service Fees (Only offered at time of need):**

Single Casket Burial Fee	\$ 4,200
Cremated Remains Burial Fee	\$ 1,400
Weekend/Holiday Fee Casket <i>(Additional)</i>	\$ 1,200
Weekend/Holiday Fee Cremains <i>(Additional)</i>	\$ 600

**Disinterment Fees:**

Casket Disinterment	\$ 4,200
Cremains Disinterment	\$ 1,650
Weekend/Holiday Fee <i>(Additional)</i>	\$ 1,200

**Other Fees:**

Casket Vault	\$ 1,000
Cremains Vault	\$ 250
Grave Marker Installation <i>(Flush Marker 28" x 20")</i>	\$ 550
Bronze Marker Concrete Base	\$ 300
Marker Removal Fee	\$ 300

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Pleasanton at a regular meeting held on December 16, 2025.

I, Jocelyn Kwong, City Clerk of the City of Pleasanton, California, certify that the foregoing resolution was adopted by the City Council at a regular meeting held on December 16, 2025, by the following vote:

Ayes:  
Noes:  
Absent:  
Abstain:

\_\_\_\_\_  
Jocelyn Kwong, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Daniel G. Sodergren, City Attorney

					Total		Private		Municipal	
	Current	Proposed	% Change	Delivery Cost	Min	Max	Min	Max	Min	Max
<b>Property Cost</b>										
Burial Plot Casket	\$ 15,900.00									
Burial Fee (x2)	\$ 8,310.00									
Property Cost	\$ 7,590.00	\$ 10,000.00	32%		\$ 1,822.25	\$ 50,088.00	\$ 6,580.00	\$ 50,088.00	\$ 1,822.25	\$ 16,243.00
Burial Cremated Remains	\$ 6,825.00									
Burial Fee (x2)	\$ 2,550.00									
Vault Fee (x2)	\$ 250.00									
Property Cost	\$ 4,025.00	\$ 5,000.00	24%		\$ 700.00	\$ 10,000.00	\$ 3,400.00	\$ 3,400.00	\$ 700.00	\$ 5,000.00
Baby Burial Plots--Casket (30 inches or less)*	\$ 4,965.00	\$ 5,000.00	1%							
Burial Fee (x1)	\$ 4,155.00									
Property Cost	\$ 810.00									
Baby Burial Plots--Cremains*	\$ 3,625.00	\$ 3,700.00	2%							
Burial Fee (x1)	\$ 1,275.00									
Property Cost	\$ 2,350.00									
<b>Service Fees (Only offered at the time of need)</b>										
Single Casket Burial Fee	\$ 4,155.00	\$ 4,200.00	1%	\$ 2,000.00	\$ 1,305.00	\$ 4,972.00	\$ 1,305.00	\$ 1,305.00	\$ 1,500.00	\$ 4,972.00
Cremated Remains Burial Fee	\$ 1,275.00	\$ 1,400.00	10%	\$ 700.00	\$ 400.00	\$ 1,500.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 1,200.00
Weekend/Holiday Fee: Casket	\$ 995.00	\$ 1,200.00	21%	\$ 1,000.00						
Weekend/Holiday Fee: Cremation	\$ 410.00	\$ 600.00	46%	\$ 300.00						
<b>Disinterment Fee</b>										
Disinterment Fee (Casket)	\$ 3,255.00	\$ 4,200.00	29%	\$ 4,200.00	\$ 2,850.00	\$ 5,000.00	\$ 2,850.00	\$ 2,850.00	\$ 2,215.00	\$ 5,000.00
Disinterment Fee (Cremation)	\$ 1,555.00	\$ 1,650.00	6%	\$ 800.00	\$ 1,300.00	\$ 2,500.00	\$ 1,300.00	\$ 1,300.00	\$ 815.00	\$ 2,500.00
Weekend/Holiday Fee: Disinterment Casket	\$ 1,805.00	\$ 1,200.00	-34%	\$ 300.00						
<b>Other Fees</b>										
Vault Fee (casketed)	\$ 370.00	\$ 1,000.00	170%	\$397.00	\$ 650.00	\$ 2,233.30	\$ 995.00	\$ 995.00	\$ 650.00	\$ 2,233.30
Vault Fee (cremation)	\$ 125.00	\$ 250.00	100%	\$50.00	\$ 175.00	\$ 650.00	\$ -	\$ -	\$ 175.00	\$ 650.00
Grave Marker Installation (Flush Marker 28" x 20")	\$ 535.00	\$ 550.00	3%	\$ 375.00	\$ 200.00	\$ 640.00	\$ -	\$ -	\$ 200.00	\$ 640.00
Bronze Marker Concrete Base Fee	\$ 245.00	\$ 300.00	22%	\$100.00	\$ 400.00	\$ 2,600.00	\$ 625.00	\$ 625.00	\$ 400.00	\$ 400.00
Marker Removal Fee	\$ 260.00	\$ 300.00	15%	\$ 150.00	\$ 200.00	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ 200.00

**CITY OF PLEASANTON  
MASTER FEE SCHEDULE**

**XII. PIONEER CEMETERY**

Eff. 07.01.2024

**A. Plot Fee- South Hill West**

<b>Burial Plot Fees - South Hill West Burial Plot - Casket</b>	<b>\$15,900.00</b>
<i>Includes two (2) rights of Interment , burial services , double vault</i>	
<b>Burial Plot - Cremated Remains</b>	<b>\$6,825.00</b>
<i>Includes two (2) rights of interment , two (2) urn vaults</i>	
<b>Baby Burial Plot - Casket (30 inches or less)</b>	<b>\$4,965.00</b>
<i>Includes one (1) right of Interment , burial service , single vault</i>	
<b>Public Use of City Electric Charging Stations</b> .....	<b>\$3,625.00</b>
<i>Retiree Medical Insurance Administrative Fees .....</i>	

**B. Burial Services Fee**

<i>With proof of pre-paid plot in Lower Care #1-2, Upper Care #1-2, North Hill, North Hill West, South Hill, Memorial Vista , Sunol Gateway, and Hilltop</i>	
<b><u>Single Casket Burial Fee</u></b>	
Burial Fee	<b>\$4,155.00</b>
Vault Fee (Taxable)	<b>\$370.00</b>
<b>Total Burial Fee:</b>	<b>\$4,525.00</b>
<b><u>Single Cremains Burial Fee</u></b>	
Burial Fee	<b>\$1,275.00</b>
Vault Fee (Taxable)	<b>\$125.00</b>
<b>Total Burial Fee:</b>	<b>\$1,400.00</b>
<b><u>Disinterment Fees</u></b>	
<b>Casket Fee</b>	<b>\$3,255.00</b>
<b>Cremains Fee</b>	<b>\$1,155.00</b>
<b><u>Additional Fees</u></b>	
<b>Grave Marker Installation (Flush Marker 28" x 20")</b>	<b>\$535.00</b>
<b>Bronze Marker Concrete Base Fee</b>	<b>\$245.00</b>
<b>Marker Removal Fee</b>	<b>\$260.00</b>
<b><u>Weekend/Holiday Burial or Disinterment Fee (subject to availability )</u></b>	
Casket Burial	<b>\$995.00</b>
Casket Disinterment	<b>\$1,805.00</b>
Cremains Burial/Disinterment	<b>\$410.00</b>