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**MINUTES**  
**SPECIAL MEETING HELD BY ZOOM**  
**WEDNESDAY JANUARY 17, 2024**  
**12:30 p.m.**

District Office, 11545 Brentwood Blvd., Brentwood, CA 925-634-4748

*Persons with disabilities planning to attend the meeting may request reasonable accommodations by contacting Aurora Garcia at least 72 hours before the meeting at 925-634-4748 and she will use her best efforts to provide reasonable accommodations with accessibility and public safety.*

*“Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Byron-Brentwood-Knightsen Union Cemetery District less than 96 hours prior to that meeting are available for public inspection at 11545 Brentwood Blvd, Brentwood, CA 94513, during normal business hours.*

**CALL TO ORDER** – The meeting was called to order at 12:30 p.m. by Chair Patricia Bristow.

**ROLL CALL** – *Present:* Chair Patricia Bristow and Trustees Emil Geddes and Trustee Michael Walko. *Staff Members present:* District Manager Patricia Howard and Cemetery Services Coordinator Aurora Garcia.

**NEW BUSINESS**

**Ivan’s Landscaping** – It was moved Geddes, second by Walko to move forward with a SiteOne settlement offer of \$45,000. After some discussion about the \$40,000 in legal fees to pursue the discharge from the Ivan Landscaping lawsuit, the Board decided that they would like for the District Manager to request a line item of what the \$40,000 fees consists of before they move forward with a decision on the case. *Vote:* Ayes – Geddes, Walko and Bristow. Noes – 0

**SETTING AGENDA OF NEXT REGULAR MEETING** – February 21, 2024, at 3:00 pm held at the Union Cemetery District.

**ADJOURN:** 1:19 pm.