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Minutes
REGULAR MEETING
Wednesday, June 19, 2019
4:00 p.m.

District Office, 11545 Brentwood Blvd., Brentwood, CA

CALL TO ORDER – The meeting was called to order at 4:00 p.m. by Chair Barbara Guise.

PLEDGE OF ALLEGIANCE

ROLL CALL – *Present:* Chair Barbara Guise and Trustee Patricia Bristow. *Staff Members present:* District Manager Barbara Fee, Assistant District Manager Aurora Garcia.

PUBLIC COMMENTS – None.

ADOPTION OF AGENDA – It was moved by Bristow, second by Guise to adopt the agenda as presented. *Vote:* Ayes – Guise and Bristow. Noes – 0.

CORRESPONDENCE – None

CONSENT CALENDAR

Minutes for Approval – It was moved by Bristow, second by Guise to approve these minutes as presented. *Vote:* Ayes – Bristow and Guise. Noes – 0.

Financial

1. **Approval of Warrants-** It was moved by Bristow, second by Guise to approve these warrants as presented. *Vote:* Ayes –Bristow and Guise. Noes – 0.

UNFINISHED BUSINESS

1. **LAFCO Municipal Service Review/City of Oakley** – Manager will continue to have updates.
2. **New Land** – It was moved by Bristow, second by Guise to send out a letter to Olivera Enterprise about Boards concerns. *Vote:* Ayes-Bristow and Guise. Noes-0.
3. **Road Improvements-** . Manager will consult to the Foreman to see if they can fix the roads.

NEW BUSINESS

1. **Board Vacancy-** Supervisor Burgis' Office was informed by Manager about board vacancy. Position will be posted on website for applicants.
2. **Can Cemetery Charges be waived for Board members?** - Assistant Manager contacted main office of District Cemeteries to see if this was possible and was informed that this can't be done.

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REGULAR MEETING
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PERSONNEL

1. **Request to Make Assistant Manager Full Time** - It was moved by Bristow, second by Guise to give Assistant Manager a 40 hour per week shift. *Vote:* Ayes-Bristow and Guise. Noes-0

COMMENTS FROM TRUSTEES

SETTING AGENDA OF NEXT REGULAR MEETING – August 21, 2019 at Cemetery Office.

ADJOURN: This meeting was adjourned at 4:40 pm.