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AGENDA
REGULAR MEETING
WEDNESDAY, DECEMBER 20, 2023
3:00 p.m.

Help at the District Office, 11545 Brentwood Blvd., Brentwood, CA

Persons with disabilities may request reasonable accommodations by contacting Aurora Garcia, at 925-634-4748, at least 72 hours before the meeting, who will use their 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

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS - *Members of the Public may address the Board on any issue, including those not on the agenda. The Board Chair will place a three-minute time limit on speakers addressing the Board. Items not on Agenda cannot be acted on by Board.*

ADOPTION OF AGENDA - *A copy of this Agenda and support materials are available to the public upon request. Request may be made by contacting the District at 925-634.4748, by fax 925-634-9783, or email dm@bbkucd.org.*

CORRESPONDENCE – *Items not on Agenda (Information only until placed on a future agenda.)*

DISTRICT MANAGER’S REPORT

MINUTES FOR APPROVAL – Regular meeting minutes of November 1, 2023, and Special meeting of November 9, 2023.

FINANCIAL

1. **Approval of Warrants** – October 2023 and November 2023
2. **Income / Expenditures** – October 2023 and November 2023
3. **District Account Balance \$1,200,986.71**

OLD BUSINESS

1. **Mrs. Joan Mass** - This item was tabled from the November 1, 2023, board meeting to obtain legal counsel’s opinion.

NEW BUSINESS

1. **Tanaka Design Group**
2. **Burgis/Bowersmith**
3. **Public Policy**
4. **2022/2023 Annual Audit**
5. **Pre-Cast Foundation**
6. **Construction loan for cemetery project**
7. **Legal update**

COMMENTS FROM TRUSTEES

SETTING AGENDA OF NEXT REGULAR MEETING – February 21, 2024, held at the Union Cemetery Office.

ADJOURN