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## **AGENDA**

### **Regular Meeting**

### **April 20, 2011**

4:00 p.m.

District Office, 11545 Brentwood Blvd., Brentwood, CA

#### **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 – Board Chair may Place a Time Limit on Speakers Addressing the Board. Items not on Agenda cannot be acted on by Board. Those Items may be placed on a Following Agenda. Comments by Public on any Agenda Item may be presented at Time of that Discussion.*

**ADOPTION OF AGENDA** – *A copy of this Agenda is available to the public upon request. Support material is also available. Request may be made in writing, telephoning during regular business hours, or faxing to the above addresses and numbers; also emailing the district at [ucemetery@yahoo.com](mailto:ucemetery@yahoo.com). Agenda is also available on line at [www.unioncemeterydistrict.com](http://www.unioncemeterydistrict.com)*

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

**CONSENT CALENDAR** – *any Item on Consent Calendar may be removed for Separate Action by a majority vote of the Board.*

**Minutes for Approval** – March 11, 2011 – Special Meeting  
March 16, 2011 – Special Meeting  
March 16, 2011 – Regular Meeting

#### **Financial**

- a. **Approval of Warrants** – Current Warrants March 1, 2011 through April 1, 2011 and Anticipated Warrants for April 1, 2011 through May 1, 2011
- b. **Budget Review** – Update of 2010-2011 Fiscal Year Budget *(If Needed)*

#### **Manager's Updates/Report**

1. *Supplying Pall Bearers* – Attempting to Observe Casket Carrier in use
2. *Paving "Angles Way"* – Update of Overlaying slanted road with New Asphalt.
3. *Update/Results* – Knightsen Community Town Hall Meeting, Saturday, April 16, 2011

*Continued*

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**UNFINISHED BUSINESS**

1. **Continued Discussion/Action** – *Additional Acreage* –
  - a. **Update** – *Realtor/Negotiator Report of Final Contact with Seller* – (2 Closed Sessions at end of Agenda, if needed) – Manager's Report, new letter sent by District's legal counsel
2. **Discussion/Information** – *LAFCO Municipal Service Review/City of Oakley* – Update on Petitioning LAFCO for a change to Sphere of Influence (SOI)
3. **Discussion/Possible Action** – *Niche Area Improvement* – Additions to Niche area – Progress:
  - a. **Review** – *First Draft of Request for Estimates*
4. **Meetings:**
  - a. **Contra Costa Special District's Association Chapter** – *Results of Spring Quarter Meeting, Including 20 Anniversary Celebration* – April 11, 2011
  - b. **California Association of Public Cemeteries Annual Conference** – *March 24-26, 2011, Sacramento, CA* – District Manager report on meeting
  - c. **California Special District's Association (CSDA)** – *March 22, 2011* – District Manager Elect's report on Manager Training Session in Antelope near Sacramento
5. **Discussion/Information/Possible Action/Update** – *Eagle Project Update* – Eagle Candidate Chris Mercado, Troop 90 BSA.

**NEW BUSINESS**

1. **Discussion/Possible Action** – *Conflict of Meeting Dates* with another Special District – Tri-Delta Transit. Discussion on new meeting date.
2. **Discussion/Possible Action** – *Office Equipment* – Whether to replace antiquated computer so work can be done. (Revisit with Permission of Board Member, Due to new Information)
3. **Discussion/Information** – *Fraudulent use of Credit Card Number* – Cal-CARD used on-line for Unauthorized Purchases by Unknown Party

**PERSONNEL**

1. **Discussion/Update** – *Update on Medical Condition* – Employee that recently went through Shoulder Surgery
2. **Discussion/Possible Action** – *Review* – From District Legal Counsel – Whether Board legally can change Policy on unused Sick Leave at time of retirement for existing employees
3. **Discussion/Possible Action** – *Review at request of New Assistant Manager/District Secretary* – Discuss problems with Current District's Job

**CLOSED SESSIONS**

**CLOSED SESSION – CONFERENCE WITH REAL PROPERTY NEGOTIATORS**  
**(Pursuant to the California Government Code §54956.8) (If Necessary)**

1. **Location** of Property – State Route 4 (Brentwood Blvd.) and Smith Lane: Parcel 011 120 034 near 1000 Smith Lane

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2. **Negotiator** – Morningstar Properties, Oakley, CA
3. **Negotiating Parties** – Attorney for Seller/McKinney Family/ for Buyer, Union Cemetery District's Realtor;
4. **Under Negotiation** – Concern of Price; Terms of Payment; Method of Financing

**OPEN SESSION**

**Return to Open Session** – *Announce, Vote On and Record any decisions During Closed Sessions (If Applicable)*

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**CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED**

**LITIGATION** – Significant exposure to litigation pursuant to subdivision (b) Section 54956.9 – One Potential Case – Report from Legal Counsel

**OPEN SESSION**

**Return to Open Session** – *Announce, Vote On and Record any decisions During Closed Session (If Applicable)*

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**COMMENTS FROM TRUSTEES**  
**COMMENTS TO STAFF MEMBERS FROM BOARD**  
**SETTING AGENDA OF NEXT REGULAR MEETING**  
**ADJOURN MEETING**