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AGENDA
Regular Meeting
February 16, 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. Agenda is also available on line at www.unioncemeterydistrict.com*

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

- a. Letter from Discovery Bay Resident

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

Minutes for Approval – October 20, 2010 – Regular Meeting

Financial

- a. **Approval of Warrants** – Current Warrants January 1, 2011 through February 1, 2011 and Anticipated Warrants for February 1, 2011 through March 1, 2011
- b. **Budget Review** – Update of 2010-2011 Fiscal Year Budget

Manager's Updates/Report

- a. *Closing Gates at Night* – Update on Work being Performed – Gates Begin Operations Week of this Board Meeting

Continued

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UNFINISHED BUSINESS

1. **Continued Discussion** – *Additional Acreage* –
 - a. **Update** – *Realtor/Negotiator Report of Final Contact with Seller* – (2 Closed Sessions at end of Agenda, if needed) – Manager’s Report, Filing in Small Claims Court
2. **Discussion/Information** – *LAFCO Municipal Service Review/City of Oakley* – Letter from Oakley City Manager re: Outcome of City Council Meeting
3. **Discussion/Information** – *Supplying Pall Bearers* – Attempting to Observe Casket Carrier in use
4. **Discussion/Possible Action** – *Niche Area Improvement* – Additions to Niche area – Progress –
 - a. *Estimates for Work* –
 - i. Review Submitted Prices for Niche Walls
 - ii. Review Submitted Prices for Pergola
5. **Meetings/Information** – *Results of Meeting to elect Special Districts Representative to LAFCO: Attended by Trustee Rinehart and District Manager*

NEW BUSINESS

1. **Meetings:**
 - a. **Contra Costa Special District’s Association Chapter** – *Spring Quarter Meeting, Including 20 Anniversary Celebration* – April 11, 2011
 - b. **California Association of Public Cemeteries Annual Conference** – *March 24-26, 2011, Holiday Inn, Sacramento, CA*
 - c. **California Special Districts Association** – *Secretary and Board Clerk Conference* – March 3-4, Monterey, CA (Seaside, CA)
2. **Discussion/Possible Action** – *Paving “Angles Way”* – Whether to Overlay slanted road with New Asphalt. Two Estimates to Consider
3. **Discussion/Possible Action** – *New Program (Optional)* – Contra Costa County Employee Retirement Association
4. **Discussion/Information/Possible Action** – *EIR Available* – Construction of New Los Medanos Brentwood Satellite Campus
5. **Discussion/Information** – *Recycling* – Container supplied by Mt. Diablo Recycling Center, a Subsidiary of Brentwood Disposal
6. **Discussion/Information/Possible Action** – *Eagle Project Proposal* – Eagle Candidate Chris Mercado, Troop 90 BSA, to Address Board with Proposal

PERSONNEL

1. **Discussion/Possible Action** – *District Manager* –
 - a. *Creating and Filling New Position* – Review Draft List of Requirements distributed at September Meeting
 - b. *Reviewing Resumes of Possible Candidates* – Set Date and Time for In Person Interviews by Board (Nine Candidates)
2. **Discussion** – *Volunteer Help* – *Creating Policy and Guidelines*. District Manager supplying guidelines for Board Inspection
3. **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
4. **Discussion/Possible Action** – *Merit Raises* – Review of Finances to Determine if Merit Raises are feasible

Continued

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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
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)*

**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)*

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