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AGENDA
Regular Meeting
March 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.)*

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

Minutes for Approval – February 2011 – Regular Meeting

Financial

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

Manager's Updates/Report

- a. *Closing Gates at Night* – Update on Work Performed – Gates on Automatic schedule and working

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, Having trouble obtaining Title Search

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2. **Discussion/Information** – *LAFCO Municipal Service Review/City of Oakley* – Next Step is Petition LAFCO for a change to Sphere of Influence (SOI) with LAFCO
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
 - iii. Review Alternate Plans for Pergola
5. **Meetings:**
 - a. **Contra Costa Special District's Association Chapter** – *Spring Quarter Meeting, Including 20 Anniversary Celebration* – April 11, 2011
Decide who will attend
 - b. **California Association of Public Cemeteries Annual Conference** – *March 24-26, 2011, Holiday Inn, Sacramento, CA* – District Manager signed to Attend
6. **Discussion/Update** – *Paving "Angles Way"* – Overlaying slanted road with New Asphalt. Delayed by Rain
7. **Discussion/Information/Possible Action/Update** – *Eagle Project Update* – Eagle Candidate Chris Mercado, Troop 90 BSA.

NEW BUSINESS

1. **Discussion/Possible Action** – *Computers:*
 - a. Possible Upgrade of Manager's Computer
 - b. Disposal of Secretary's old Computer/Printer
2. **Discussion/Information** – *At Request of Alamo-Lafayette Cemetery District* – KTVU Channel 2 News Report and Answer
3. **Information** – Annual Report of Golden State Risk Management Association
4. **Discussion/Possible Action** – *Whether to Participate* – Knightsen Community Town Hall Meeting, April 16, 2011.

PERSONNEL

1. **Discussion/Possible Action** – *District Manager* –
 - a. *Reviewing Resumes of Possible Candidates* – Results of Personal Interviews by Board (Six Candidates)
 - b. *Creating and Filling New Position* – Decision on Board's Choice of Candidate
2. **Discussion/Possible Action** – *Possible Safety Shoe Replacement for Employees* – Two pairs of shoes did not last full year.
3. **Discussion** – *Volunteer Help* – *Reviewing Policy and Guidelines*. District Manager supplying updated guidelines for Board Inspection
4. **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

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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