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**MINUTES
SPECIAL MEETING
THURSDAY, JULY 11, 2024
9:00 a.m.**

District Office, 11545 Brentwood Blvd., Brentwood, CA 925-634-4748

Persons with disabilities planning to attend the meeting may request reasonable accommodations by contacting Aurora Garcia at least 72 hours before the meeting at 925-634-4748 and she will use her 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 – The meeting was called to order at 9:03 a.m. by Chair Patricia Bristow.

ROLL CALL – *Present:* Chair Patricia Bristow and Trustees Emil Geddes and Michael Walko. *Staff Members present:* District Manager Patricia Howard and Cemetery Services Coordinator Aurora Garcia, and Cemetery Consulting Group, LLC Jay Larez.

NEW BUSINESS

- 1. Construction Loan** – It was moved by Geddes, second by Bristow to approve the Holman Capital \$1.5 million, 20-year, fixed step loan to address the District’s infrastructure and updating needs. *Vote:* Ayes – Geddes and Bristow. Noes – Walko.
- 2. Open Financial Account with 5 Star Bank** – Tabled until staff obtains more information.

SETTING AGENDA OF NEXT REGULAR MEETING – August 28, 2024, at 3:00 pm held at the Union Cemetery District.

ADJOURN: 9:46 a.m.