



Mailing: P.O. Box 551  
Location: 11545 Brentwood, Blvd.  
Brentwood, CA 94513  
Phone (925) 634-4748  
Email: dm@bbkucd.org  
Web: BBKUCD.org

**MINUTES  
SPECIAL MEETING  
HELD by ZOOM  
FRIDAY SEPTEMBER 20, 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 9:01 a.m. by Chair Patricia Bristow.

**ROLL CALL** – *Present:* Chair Patricia Bristow, Mike Walko and Trustees Emil Geddes. *Staff Members present:* District Manager Patricia Howard and Cemetery Services Coordinator Aurora Garcia. Cemetery Consulting Group - Jay Larez. Wulff, Hansen & Co - Rob Pankratz and Bud Levine.

**OLD BUSINESS**

- 1. Resolution to Initiate Process to Obtain Financing Proposals for Capital Improvements with Wulff, Hansen and Co.** – It was moved by Geddes, second by Walko to approve **Resolution 2024.9-1**, to hire Wulff, Hansen & Co as a fiduciary agent to act on behalf of the BBKUCD, to obtain funding offers for capital improvements. *Vote:* Ayes – Geddes, Walko and Bristow. Noes – 0.

**SETTING AGENDA OF NEXT REGULAR MEETING** – October 23, 2024, held at the District Office.

**ADJOURN:** 9:58 a.m.