



Byron-Brentwood-Knightsen Union Cemetery District

AGENDA

Regular Meeting

Wednesday, October 28, 2026 09:00 AM

11545 Brentwood Blvd, Brentwood, CA 94513

<https://byron-brentwood-knightse-186.pages.dev/>

Board of Trustees

Chair Patricia Bristow • Trustee Emil Geddes • Trustee Michael Walko

Staff

District Manager Patricia Howard • Cemetery Services Coordinator Aurora Garcia

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.

REASONABLE ACCOMMODATIONS

Persons with disabilities may request reasonable accommodation by contacting the office at 925-634-4748, at least 72 hours before the meeting, who will use their best efforts to provide reasonable accommodations with accessibility and public safety.

1. Call to Order

A. Roll Call

B. Pledge of Allegiance

2. Public Comments

☒ **Discussion**

Members of the Public may address the Board on any issue, including those not on the agenda.

The Board Chair will place a two-minute time limit on speakers addressing the Board. Items not on the Agenda cannot be acted on by the Board.

3. Correspondence

☒ **Discussion**

Items not on the Agenda (Information only until placed on a future agenda).

4. District Manager's Report

☒ Discussion

5. Minutes for Approval

☒ Discussion ☒ Possible Action [View Item](#)

Regular meeting minutes of August 19, 2026, and special meeting minutes October 7, 2026.

6. Financial

☒ Discussion ☒ Possible Action

A. Approval of Warrants – August and September 2026

B. Financial Reports – August and September 2026 (Information only)

7. Project Manager's Report

☒ Discussion

8. Bylaws Update

☒ Discussion ☒ Possible Action [View Item](#)

Update and amend Bylaws

9. Personnel - Howard Retirement Benefits

☒ Discussion ☒ Possible Action

Approve distribution of retirement benefits to IRA

10. Annual Report

☒ Discussion ☒ Possible Action [View Item](#)

Approve Fiscal Year 2025-2026 Annual Report

11. 50 Year Plan

☒ Discussion ☒ Possible Action

Proposed Approval of 50 Year Plan

12. Approve PG&E Deposit for Transformer's

☒ Discussion ☒ Possible Action

Approve \$60,000 deposit to PG&E for Transformer.

13. Switch Gear

☒ Discussion ☒ Possible Action

Approve the New Transformer Switch Gear \$40,000.

14. Selection of Contractors for District Projects

☒ Discussion ☒ Possible Action

- A. New Office Bid
- B. New Veteran's Area Bid
- C. New Entrance Gate and Archway Bid
- D. Cemetery Wide Electrical Update Bid
- E. Update Current Irrigation Bid

15. Employee Holiday Appreciation Dinner

☒ Discussion ☒ Possible Action

Approve Holiday Appreciation Dinner

16. Comments from Trustees

☒ Discussion

17. Adjournment