

**SANTA MARIA CEMETERY DISTRICT  
AGENDA  
BOARD OF TRUSTEES MEETING**

This meeting will take place at  
1501 S. College Dr. Santa Maria, CA 93454

**February 12th, 2024 @ 9:00a.m.**

BOARD MEMBERS

Lee Diaz, Chairperson  
Mark Evans, Trustee

Bob Engel, Trustee  
Carmen Garcia, Trustee

John Tunnell, Trustee

ALL ITEMS APPEARING ON THE AGENDA ARE SUBJECT TO BOARD ACTION

1. Call to Order
2. Roll Call of the Board
3. Meeting Minutes  
Review and Recommend Approval of Minutes of meetings from January 15, 2024.
4. Public Comment  
Any member of the public may address the Board on any item of interest within the Board's jurisdiction. Such public comments are limited to 3 minutes per person. The Board will listen to all communications; however, in compliance with the Brown Act, the Board Cannot act on items not on the agenda. Public comments regarding agenda items should be given at the time the item is addressed.

**CLOSED SESSION**

**LEGAL COUNSEL ITEMS AND FOLLOWING AGENDA ITEMS**

5. CONFERENCE WITH LEGAL COUNSEL (review)--ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (3 cases)

**OPEN SESSION**

6. Items for Action / Old Business
  - a) Future Office and Shop progress (Tom Martinez – Matinez & Associates, Brandon Havener Bethel Engineering)
  - b) Security - Ranger Agreement (pending)
  - c) CAPC conference in San Diego, March 14<sup>th</sup> -17<sup>th</sup> (registration due by 2-16-24)

7. Items for Action / New Business

- a) Audit review by Alexander Hom, CPA Partner (Moss, Levy & Hartzheim, LLP)
- b) Elections of Officers
- c) Independent Special District Selection Committee (LAFCO) – Trustee vote
- d) Letter from Los Alamos Cemetery District – Assessments on Detailed Tax rolls
- e) Form 700 refilling emails sent
- f) Manager Recap – Service Report, Update on storm damage & loss of tree

8. Services Report - Recap of December Burial Information – District Manager Brendan Hannegan

35 Services: 21 Casket, 13 Cremation, 1 infant  
21 Casket At need, 16 Casket Pre-need  
11 Cremation At Need, 2 Pre-need  
1 Niche Pre-need

9. Financial Report / Carrie Troup, CPA

- a) Report readout

10. Trustee Reports

- b) Chairperson Diaz
- c) Trustee Evans
- d) Trustee Tunnell
- e) Trustee Engel
- f) Trustee Garcia

11. Adjournment

**Next Meeting**

**Tuesday March 12th, 2024**

Consistent with the American with Disabilities Act and California Government Code §54954.2 requests for disability related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires the modification or accommodation in order to participate at the referenced public meeting by contacting the District General Manager at (805) 925-4595.

Any public records which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at the district's office located at 1501 South College Drive Santa Maria CA.