

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

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

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

BOARD MEMBERS

Bob Engel, Chairperson  
Mark Evans, Trustee

Lee Diaz, Co-Chair  
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 February 12th, 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: (2 cases)

**OPEN SESSION**

6. Items for Action / Old Business
  - a) Form 700 refilling emails sent – Due April 1<sup>st</sup>
  - b) Future Office and Shop progress (Tom Martinez – Matinez & Associates, Brandon Havener Bethel Engineering)
  - c) Security - Ranger Agreement (pending) and looking into other options
  - d) 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) Manager Recap –Project updates, Service Report,
  - b) JD Humann – contract addendum
  - c) Replacement Capel Tent - Approval request
  
8. Services Report - Recap of December Burial Information – District Manager Brendan Hannegan
  - 27 Services: 18 Casket, 6 Cremation, 1 infant
  - 10 Casket At need, 16 Casket Pre-need
  - 2 Cremation At Need, 0 Pre-need
  - 3 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**

Monday April 8th, 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.