

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

District Board Office
1501 South College Drive,
Santa Maria, CA 93454

June 13th, 2022 @ 9:00a.m.

BOARD MEMBERS

Lee Diaz, Chairperson
Cole Lucas, Co-Chair

Bob Engel, Trustee
Mark Evans, 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 May 10th & May 20th, 2022.
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.

**ADJOURN TO CLOSED SESSION
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to subdivision (c) of Section 54956.9 (1 case).**

5. Items for Action / Old Business
 - a. Phase II Expansion Project update – Brandon Heavener (Bethel Engineering) unable to attend he is available any day after June 13th for a special meeting
 - b. Operations and Office buildings update – Tom Martinez
 - c. Oil well cleanup update – Summary Attached
 - d. Update of sidewalk project on College Drive Frontage – Chairman Lee Diaz
 - e. Update of revisions to Rules and Regulations and Vase Policy – Attorney Karen O'Neil
6. Items for Action / New Business
 - a. Update on office operations – Debra Fowler
 - b. Update by Operations Manager – Operations Manager Jaime Coronado
 - c. Update of District Manager recruitment – Trustee Evans and Trustee Engel
 - d. Update on part-time Administrative Assistant recruitment – Attorney Karen O'Neil and Debra Fowler

- e. New bank signature cards by all trustees – Debra Fowler
- f. Initial review and discussion of Ordinance regarding unpermitted activities – Attorney Karen O’Neil

7. Financial Report / Carrie Troup

8. Services Report by Debra F.

- a. Recap of May Burial Information.
 - 24 Services: 17 Casket, 5 Cremation, 2 Babies
(Cremation: 2 with someone, 3 preowned,)
 - 20 Graves sold:
 - 7 Casket At need
 - 20 Casket Pre-need
 - 2 Cremation Pre- need
 - 1 Niche
- b. Review and approve transition from Access to Cemsites Invoicing
- c. Counter measures and signage regarding water usage and drought
- d. Review and approve annual price increase to district services

9. Trustee Reports

- a. Chairperson Diaz – Pending projects
- b. Co-Chair Lucas
- c. Trustee Evans
- d. Trustee Tunnell
- e. Trustee Engel

10. Adjournment

Next Meeting

July 11th, 2022

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.