

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

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

**August 13th, 2024 @ 9:00 a.m.**

BOARD MEMBERS

Bob Engel, Chairperson  
Mark Evans, Trustee

Lee Diaz, Vice-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 July 9th, 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 or New Business
  - a) Future Office and Shop progress (Tom Martinez – Matinez & Associates, Brandon Havener Bethel Engineering). Pending Bid Process

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- b) Deed Changes (automation) – Board Approval
  - c) Protac Security recap July
  - d) Brown Act – Reminder on “serial communication”
  - e) Manager Project Item review
    - a. Review plans for “dia de los Muertos”
    - b. Schedule meeting with Rob Adam Perry (Union Representative)
7. Services Report - Recap of April Burial Information – District Manager Brendan Hannegan  
27 Services: 21 Casket, 6 Cremation, 0 infant  
15 Casket At need, 20 Casket Pre-need  
3 Cremation At Need, 2 Pre-need  
0 Niche At-need, 0 Pre-need
8. Financial Report / Carrie Troup, CPA  
a) Report readout
9. Trustee Reports  
a) Chairperson Engel  
b) Vice-Chair Diaz  
c) Trustee Evans  
d) Trustee Tunnell  
e) Trustee Garcia
10. Adjournment to onsite tour of Cemetery Grounds and Pine Grove Cemetery with trustees.

**Next Meeting**

**Monday September 16th, 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.