

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

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

**October 10, 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 August 8, 2022, September 12, 2022, and September 27, 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 REAL PROPERTY NEGOTIATORS FOR THE PROPERTY: Vicinity of the Easterly Terminus of Newlove Drive, City of Santa Maria. Potential renewal of lease involving Leasing Party: Bejo Seeds. Agency Negotiator / Agents: Karen A. O'Neil, Maribel Aguilera, and Debra Fowler.

**RECONVENE TO OPEN SESSION**

5. Items for Action / Old Business
  - a. Update of District Manager Recruitment – Trustee Evans and Trustee Engel

6. Items for Action / New Business
  - a. New Equipment Bids – Jaime Coronado
  - b. Approve Employment Agreement and Job Description – District Manager
7. Financial Report / Carrie Troup, CPA
8. Services Report by Debra Fowler
  - a. Recap of September Burial Information.  
36 Services: 24 Casket, 12 Cremation  
(Cremation: 6 with someone, 6 preowned)  
27 Graves sold:  
12 Casket At need  
14 Casket Pre-need  
1 Niche
  - b. Employee Reviews
  - c. Expansion Map
  - d. Landscape improved by office
9. Trustee Reports
  - a. Chairperson Diaz
  - b. Co-Chair Lucas
  - c. Trustee Evans
  - d. Trustee Tunnell
  - e. Trustee Engel
10. Adjournment

**Next Meeting**

November 14, 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.