

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

This meeting will take place at the
Santa Barbara County Public Administration office
511 E. Lakeside Parkway, Santa Maria, CA 93455

November 13th, 2023 @ 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 October 17th, 2023.
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)
6. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Pursuant to Government Code Section 54957, Public Employee: District Manager

OPEN SESSION

7. Items for Action / Old Business

- a) District Manager Compensation review – Designated Representative, Bob Engel, Mark Evans and Unrepresented Employee: District Manager
- b) Future Office and Shop progress (follow up in December)
- c) Security - Ranger Agreement (pending)

8. Items for Action / New Business

- a) District Manager recap and feedback
 - a. Dia de los Muertos
 - b. Quarter clean-up November 6th
- b) Training and 700 Forms
- c) Brown Act, Trustee Fees
- d) Staff recognition plans
- e) CAPC conference in San Diego, March 14th -17th (registration due by 2-16-24)

9. Services Report - Recap of October Burial Information – District Manager Brendan Hannegan

40 Services: 28 Casket, 12 Cremation
11 Casket At need, 20 Casket Pre-need
3 Cremation At Need, 4 At Pre-need
1 Niche, 1 At Need, 0 Pre-need

10. Financial Report / Carrie Troup, CPA

- a) Report readout

11. Trustee Reports

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

12. Adjournment

Next Meeting

Monday December 11th, 2023

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.