

# **Santa Maria Cemetery District**

## **Board Minutes**

**Location of Meeting: 1501 S. College, Santa Maria, CA 93454**

**Meeting Date 1/13/20**

**CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:03 A.M.**

**ROLL CALL:**

**PRESENT: Lee Diaz, Chairman; John Tunnell, Trustee; Bob Engel, Trustee; Cole Lucas, Trustee; Mark Evans, Co-Chair**

**ABSENT:**

**OTHERS PRESENT: Becky Badenell, General Manager; Carrie Troup, C.P.A;**

**MINUTES OF PREVIOUS MEETING:**

**The Board reviewed and approved the minutes of the December 9, 2019 regular meeting. Motion by Lucas, second by Evans. Ayes: Tunnell, Engel, Lucas, Diaz and Evans. Motion carried.**

**There was no public comment.**

**The Board recessed to closed session at 9:04am**

**Pursuant to government code section Gov't Code 54957(b)(1)**

**Public Employment Appointment**

**Title: General Manager**

**Conference with real property negotiators**

**Property: Ptn Lot 33 Tract Por SW/4 Sec 23 T10 R34W SBB&M**

**Agency Negotiator/ Agent: Karen A. O'Neil and Becky Badenell**

**Adjourn closed session and reconvene to open session 9:40am**

**Report from closed session: No action taken.**

**ITEMS FOR ACTION/OLD BUSINESS**

**(a) The Board discussed Phase II expansion update with Russ Garrison of Bethel Engineering and Eric Chastain of RJM. They will schedule a workshop to work on the specifics.**

**(b) The Manager presented the update on Trustees Compliance Schedule.**

**(c) Election of officers:**

**Tunnell nominated Diaz for Chairman**

**Evans nominated Lucas for Vice Chairman**

**Lucas nominated Evans for Treasurer**

**The Board approved of the nominations. Motion by Tunnell, second by Engel. Ayes: Tunnell, Engel, Lucas, Diaz and Evans. Motion carried.**

**ITEMS FOR ACTION NEW BUSINESS**

**(a)The Board discussed and approved pricing for re-claimed plots. There are 107 plots**

ready. The Board discussed pricing options and approved to release 50 plots at \$4,900 (\$4,500 + \$400 endowment) to be reviewed in December 2020. Motion by Tunnell, second by Evans. Ayes: Tunnell, Engel, Lucas, Diaz and Evans. Motion carried.

(b) The Board discussed AB-5 and the Board nominated a committee of Lucas and Tunnell to research and review with Kirk & Simas representative, Karen O'Neil.

(c) The Board discussed changing the policy to allow trustee compensation for special meetings and approved additional stipends for Special Meetings within the limitations of Health and Safety Code. Trustees Engel, Tunnell and Evans, waived stipends for anything other than regular monthly meetings upon attorney review. Motion by Tunnell, second by Evans. Ayes: Tunnell, Engel, Lucas, and Evans. Abstain from vote: Diaz. Motion carried.

**FINANCIAL REPORT:** Carrie Troup, C.P.A. presented the monthly financial reports.

**MANAGER'S REPORT:**

**BURIAL INFORMATION FOR Dec 2019**

**NUMBER OF CREMATIONS: 11**

**FULL BURIALS: 17**

**INFANT: 0**

**28 Total**

**Sales for Pre-need: 6**

**Sales for Burials: 7**

**Total \$16,679.00**

**Southlawn: Burials 1,103**

**Pre-need: 1,342**

**Available: 1,184**

**(1<sup>st</sup> Burial Sept 2008)**

The General Manager reported that things are going smoothly, gophers are popping up on the Southlawn as to be expected with construction across the street.

**TRUSTEE REPORTS:**

a) Chairman Diaz-None

b) Co-Chair Evans- None

c) Trustee Lucas- None

d) Trustee Tunnell- Requested that we revisit the job descriptions for all outside staff positions and requested a procedure manual/report of steps for digging the graves.

e) Trustee Engel- None

The meeting was adjourned at 11:49 AM.

The next regular meeting will be Monday, February 10, 2020.