

# **Santa Maria Cemetery District**

## **Board Minutes**

**Location of Meeting: 1501 S College Dr, Santa Maria, CA 93454 and via teleconference**

**Meeting Date 01/24/22**

**CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:01 A.M.**

**Chairman, Lee Diaz; Trustee, Cole Lucas; Trustee, Mark Evans; Trustee, Tunnell;**

**Absent: Trustee, Engel**

**OTHERS PRESENT: District Manager Ron Jacobs; Carrie Troup, C.P.A.**

**The Board reviewed and approved the minutes of the Dec 6<sup>th</sup>, 2021, Motion by Lucas second by Tunnell. Ayes: Lucas, Diaz, Evans, Tunnell. Absent for vote, Engel.**

**PUBLIC COMMENT: None**

**The Board Recessed to Closed Session 9:03 AM**

**CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION**

**Initiation of litigation pursuant to subdivision (c) of Section 54956.9 (1 Case)**

**9:24 A.M. the Board adjourned Closed Session and reconvened to Open Session at 9:24 A.M**

**Report from Closed Session:**

**No Action Taken**

### **ITEMS FOR ACTION/OLD BUSINESS**

- a) **Planning and permitting update – District Manager, Jacobs provided a document which reported the planning and permitting process.**
- b) **Brandon Heavener (Bethel Engineering) Reported on Phase II expansion project update. He is waiting on the City of Santa Maria.**
- c) **Construction and general contractor update – John Will (JF Will) reported on and provided a written detailed report which listed the tentative schedule.**
- d) **Trustee Evans discussed financing for the expansion project. He reported on the financing options of CSDA.**
- e) **Security on the grounds was discussed by General Manager Jacobs. City Ranger Casey Stone reported on the program, security operations and corresponding pricing.**
- f) **District Manager Jacobs reported on the LAFCO Meeting and the Special Election.**

### **ITEMS FOR ACTION/NEW BUSINESS**

- a) **District Manager Jacobs will be ordering 18 new trash cans for Southlawn and Phase II.**
- b) **Reminder of the upcoming CAPC Conference located in Monterey on March 10 – 12. General Manager Jacobs, Chairman Diaz, and Trustees Evans and Tunnell will be attending.**
- c) **LAFCO and GSRMA Board nominations; Tunnell nominated Diaz as the GSRMA representative; second by Lucas. Ayes: Lucas, Diaz, Evans, Tunnell. Absent for vote, Engel. Motion carried.**

**FINANCIAL REPORT: Carrie Troup, C.P.A. reported on the financial status of the district.**

**DISTRICT MANAGER'S REPORT:**

- a) District Manager Jacobs presented a recap of the November burial information. Services: 43; 25 Casket, 18 Cremation, 0 Babies. 40 Graves sold: 13 Caskets at need, 17 Casket pre-need, 0 Cremation grave pre-need, 0 Cremation at need, 1 Baby, 2 Niche pre-need, 1 Niche at need, 0 At need in original section, 2 Pre-need in original.
- b) Reported on a tree that needs to be removed.

**TRUSTEE REPORTS:**

- a) Chairman Diaz- Reported on personnel with multiple services. Discussed possible hiring of new employees for maintenance help during services.
- b) Co-Chair Lucas- None
- c) Trustee Evans- Reported on the recent change of the County District Supervisor to Bob Nelson.
- d) Trustee Tunnell – Requested schedule of scope of work from JD Humann and inquired about the long-term schedule.
- e) Trustee Engel – Absent

**The next regular Board meeting is scheduled for Monday February 14th, 2022.**

**The meeting was adjourned at 12:15 PM**