

Santa Maria Cemetery District

Board Minutes

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

Meeting Date 2/12/18

CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:02 A.M.

ROLL CALL:

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

ABSENT: John Tunnell, Trustee

OTHERS PRESENT: Becky Badenell, General Manager; Tony Ramirez, Grounds manager; Carrie Troup, C.P.A., Charles McClure, Landscape Architect

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the January 8, 2018 regular meeting. Motion by Lucas, second by Evans. Ayes: Diaz, Evans, and Lucas. Abstain from vote: Engel. Absent for vote: Tunnell. Motion carried.

PUBLIC COMMENT:

None

ITEMS FOR ACTION/OLD BUSINESS

(a) Charles McClure, Landscape Architect discussed the landscape project.

(b) The Board discussed the tree project progress on the District Grounds. They will have the contractor look at the stump. The Board will continue with the project and add another five trees.

(c) The Board discussed the update on the Enos project/fence expansion. The Board approved the quote from the Viking Fence Co. Motion by Evans, second by Engel. Ayes: Diaz, Evans, Engel, and Lucas. Absent for vote: Tunnell. Motion carried.

(d) The Board discussed the Bank of New York Loan payoff which is now complete. The Staff will contact the District counsel regarding the legal ramifications and the need for final documentation.

(e) The Board discussed gopher control on the District grounds and reviewed a proposal from Valley Gardener. They would like to invite the Valley Gardener representative to attend the next Regular Board meeting.

(f) The Board discussed and reviewed the Trustee Compliance Schedule.

ITEMS FOR ACTION NEW BUSINESS

None

7. **FINANCIAL REPORT:** Carrie Troup, C.P.A. presented the monthly financial reports and distributed the audit. The Board reviewed and discussed the finalized 2016/17 "clean opinion" audit. Manager will invite the auditor to a meeting.

8. **MANAGER'S REPORT:**

The Manager discussed the RFQ and received two applicants for the upcoming job walk.

BURIAL INFORMATION FOR February 2018

NUMBER OF CREMATIONS: 12

FULL BURIALS: 34

INFANT: 1

47 Total

Southlawn: Burials 1016

Pre-need: 827

Available: 1767

(1st Burial Sept 2008)

The General Manager gave a verbal report on John's RFQ. The General Manager gave a verbal report on the Lot Abandonment Project. The Manager distributed a 3 year burial chart handout.

9. **TRUSTEE REPORTS:**

a) Chairperson Diaz- None

b) Co-Chair Evans- None

c) Trustee Lucas- None

d) Trustee Tunnell- Absent

e) Trustee Engel- Discussed memorial gardens on the District Grounds and other alternative burial options.

The meeting was adjourned at 10:45 AM. Motion by Diaz, second by Evans. Ayes: Diaz, Engel, Evans, and Lucas. Absent for vote: Tunnell. Motion carried.

Next regular meeting will be Monday, March 12, 2018.