

Santa Maria Cemetery District
Board Minutes
Location of Meeting:
Santa Maria Cemetery District Board Room
1501 S College Dr. Santa Maria CA 93455

Meeting Date 2/12/2024

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

TRUSTEES PRESENT: Chairman, Lee Diaz; Trustee, Bob Engel; Trustee, Mark Evans; Trustee, John Tunnell; Trustee, Carmen Garcia.

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA; Brandon Heavener, Project Manager; Diana H. Alcala, Kirk & Simas; Alex Hom, Auditor CPA Partner Moss, Levy & Hartzheim, LLP.

The Board reviewed and approved the Minutes of the January 15, 2024, Board Meeting. Motion by Evans, second by Tunnell. Ayes: Diaz, Evans, Tunnell, Engel, Garcia. Motion carried.

PUBLIC COMMENT: None

The Board recessed to closed session at 9:04 AM
Legal Counsel Items and Following Agenda Items.

CONFERENCE WITH LEGAL COUNCIL (review)-ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section
54956.9
(3 cases)

The Board adjourned the closed session and reconvened to open

session at 9:47 AM.

Report from closed session: No Action Taken

ITEMS FOR ACTION/OLD BUSINESS

- a) Project manager, Brandon Heavener of Bethel Engineering reported on the status and timing of the future office and shop projects.
- b) General Manager Hannegan reported on the City Ranger agreement. The district is waiting for the pending required additional insurance from City Rangers. The cemetery will also be reviewing private security options.
- c) General Manager Hannegan discussed the upcoming CAPC conference to be held in San Diego, March 14th - 17th. Registration is due by February 16, 2024.
- d) Legal Counsel, Diana H. Alcala, Kirk & Simas reported on the new form 700, Gov. Code 87200, regarding investments, travel, real property in the agency jurisdiction excluding the home.

ITEMS FOR ACTION/NEW BUSINESS:

- a) Alexander Hom, CPA Partner (Moss, Levy & Hartzheim, LLP) presented the clean opinion audit for the 2022/2023 year.
- b) The Board elected officers as follows: Bob Engel; Co-Chairman. Lee Diaz; Co-Chairman. Mark Evans, Treasurer; Carmen Garcia, Secretary; John Tunnell, Trustee. Motion by Tunnell, second by Evans. Ayes: Diaz, Evans, Tunnell, Engel, Garcia. Motion carried.
- c) The Board approved to vote for Mr. Geyer for the Independent Special District LAFCO Representative. Motion by Garcia, second by Evans. Ayes: Diaz, Evans, Tunnell, Engel, Garcia. Motion carried.

- d) The Board authorized Santa Maria Cemetery staff to write a letter to Santa Barbara County regarding a request for detailed tax roll data as it correlates to the tax revenue received by the district. Motion by Evans, second by Garcia. Ayes: Diaz, Evans, Tunnell, Engel, Garcia. Motion carried.
- e) The Board discussed the upcoming Form 700 filling deadline.
- f) District Manager Hannegan gave an update on storm damage and the resulting loss of a large tree.

Services Report – Recap of the January Burial Information- District Manager Hannegan reported on the following:

35 Services: 21 Casket, 13 Cremation, 1 Infant
21 Casket At need, 16 Casket Pre-need,
11 Cremation at Need, 2 At Pre-Need,
1 Niche Pre-Ned

FINANCIAL REPORT: Carrie Troup, C.P.A.
Report hand out.

TRUSTEE REPORTS:

- a) Chairman Diaz- None
- b) Trustee Evans- None
- c) Trustee Tunnell- None
- d) Trustee Engel – None
- e) Trustee Garcia- None.

The next regular Board meeting is scheduled for March 12th, 2024.

ADJOURNMENT: The meeting was adjourned at 11:30 A.M.