

# **Santa Maria Cemetery District**

## **Board Minutes**

**Location of Meeting:**

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

**Meeting Date 02/14/22**

**CALL TO ORDER:** The regular meeting was called to order by the Chairman at 9:00 A.M.

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

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

The Board reviewed and approved the minutes of the Jan 24<sup>th</sup>, 2022, Motion by Lucas second by Evans. Ayes: Lucas, Diaz, Evans, Tunnell. Engel; Abstain. Motion carried.

### **PUBLIC COMMENT:**

A member of the public, Delma Mohr, addressed the board regarding the progress of the security on District grounds.

**The Board recessed to closed session 9:05 A.M.**

### **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 9:22 A.M.**

**Report from Closed Session: No action taken.**

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

- a) **Appointment of Board Officers; Trustee Tunnell motioned that all officers remain as is, second by Lucas. Ayes: Lucas, Diaz, Evans, Tunnell. Engel. Motion carried.**
- b) **Brandon Heavener (Bethel Engineering) Reported on Phase II expansion project update. He reported on the project schedule and commented that he is waiting on the City of Santa Maria.**
- c) **Tom Martinez (Martinez Architecture) Reported on Phase IIA expansion project and discussed the plan options. The Board approved Plan#2. Motion by Tunnell second by Lucas. Ayes: Lucas, Diaz, Evans, Tunnell. Engel. Motion carried.**
- d) **Dan Ringstmeyer (Buena Resources) (Called in) and discussed the oil clean up. The reported start date as April 1.**
- e) **The Board discussed the possible budget adjustment for Phase II expansion project.**
- f) **The Board discussed financing for the expansion project.**
- g) **Karen O'Neil of Kirk & Simas followed up on rules and regulations and security for cemetery. Hiring of City Rangers was discussed by The Board. The Board approved to hire the City Rangers for a 6 month period. Motion by Tunnell second by Lucas. Ayes: Lucas, Diaz, Evans, Tunnell. Engel. Motion carried.**
- h) **District Manger Jacobs followed up on the sidewalk proposal along College Dr. He met with the city, and they will not be making the originally agreed changes.**

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

- a) The Board reviewed the LAFCO ballot and approved that Diaz cast the ballot. Motion by Engel, second by Tunnell. Ayes: Lucas, Diaz, Evans, Tunnell. Engel. Motion carried.
- b) The Board discussed the music policy.
- c) District Manager Jacobs discussed JD Humann's schedule of maintenance. Trustee Tunnell will review it along with the scope of work.

#### **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 January burial information. Services: 53; 39 Casket, 15 Cremation, 0 Babies. 55 Graves sold: 18 Caskets at need, 35 Casket pre-need, 0 Cremation grave pre-need, 0 Cremation at need, 0 Baby, 1 Niche pre-need, 1 At need in original section.
- b) District Manager Jacobs reported on his research on the changing demographic information as it pertains to the cemetery.

#### **TRUSTEE REPORTS:**

- a) Chairman Diaz- Reported on and upcoming personnel session for evaluation for the general manager to be held 9:30 A.M. Feb 22, 2022.
- b) Co-Chair Lucas- None
- c) Trustee Evans- Reported on the change of the District Supervisor covering the Cemetery District to be Fourth District Supervisor, Bob Nelson.
- d) Trustee Tunnell – Requested that Karen O'Neil of Kirk & Simas review the rules and regulations.
- e) Trustee Engel – Requested a chronological dated list of facts and background regarding the purchase of the property on the south lawn from legal counsel.

The next regular Board meeting is scheduled for Monday March 14<sup>th</sup>, 2022.

The meeting was adjourned at 12:25 PM