

Santa Maria Cemetery District

Board Minutes

Location of Meeting:

511 E. Lakeside Parkway, Santa Maria, CA 93454

Meeting Date 3/13/23

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

Chairman, Lee Diaz; Trustee, Bob Engel; Trustee, Mark Evans; Trustee, John Tunnell

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, C.P.A., Karen O'Neil, Kirk & Simas; Brandon Heavener, Bethel Engineering

The Board reviewed and approved the minutes of the February 13th, 2023 Board Meeting. Motion by Evans, second by Engel. Ayes: Diaz, Engel, Evans; Abstain: Tunnell. Motion carried.

PUBLIC COMMENT: There was no public comment.

The Board recessed to closed session 9:09 A.M.

CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to subdivision (c) of Section 54956.9
(3 cases)

Reconvene to open session 9:28 A.M.

Report from Closed Session

No Action Taken

ITEMS FOR ACTION/OLD BUSINESS:

- a) The Board reported on the phase II expansion / new office project. Brandon Heavener of Bethel Engineering reported the status of the stormwater protection plan. He also discussed the office building permitting requirements.
- b) Karen O'Neil of Kirk & Simas reported on the Ranger Security agreement.
- c) The Board discussed the upcoming CAPC conference on March 23-25 which will be held in Seaside, California.
- d) General Manager Hannegan updated the Board regarding the recent staffing changes for the following positions; Grounds Crew, Office Administrator and Operations Manager.
- e) The Board considered a tree replacement program and requested that tree replacement be at the discretion of the District Manager.
- f) The Board reviewed the open seat on the Board. They are waiting on the appointment of a new Board member.

ITEMS FOR ACTION/NEW BUSINES:

- a) The Board discussed the Notice to Commence Negotiations regarding the MOU between the Santa Maria Cemetery District and SEIU Local 620 Notice to Commence Negotiations.
- b) District Manager Hannegan reported on general District operations.

Services Report:

- a) Recap of the February burial information. Services: 46; 30 Casket, 16 Cremation.

FINANCIAL REPORT: Carrie Troup, C.P.A. The Board reviewed the services agreement. They requested a cover letter, recommended an update and will discuss again during the next regular Board meeting.

TRUSTEE REPORTS:

- a) Chairman Diaz-Discussed the upcoming Easter Monday celebration.
- b) Trustee Evans- Complimented the ongoing work of the District Accountant.
- c) Trustee Tunnell- Thanked the accountant for her work.
- d) Trustee Engel – None

The next regular Board meeting is scheduled for April 10th, 2023.

The meeting was adjourned at 12:12 PM. Motion by Engel, second by Evans. Ayes: Diaz, Evans, Engel, Tunnell. Motion carried.