

Santa Maria Cemetery District
Board Minutes
Location of Meeting:
1651 S. College Dr.
Santa Maria, Ca 93455

Meeting Date: April 13th, 2026

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

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

Absent:

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA.

The Board approved of minutes of the March 16th, 2026, board meeting. Motion by Diaz, second by Evans. Ayes: Diaz, Garcia, Evans, Engel. Abstain: Tunnell. Motion carried.

There were no public comments.

ITEMS FOR ACTION / NEW or OLD BUSINESS

- a) The Board discussed construction planning and future maintenance shop. District Manager Hannagan reported on time frame from the City of Santa Maria. The district is waiting on the structural engineering plan. The district will contact the city regarding the status.
- b) The security patrol recap was reviewed by the Board.
- c) Review of the CAPC Annual Conference held in Anaheim March 19-21, 2026: Trustee Diaz reported on potential uses for the old office noting examples from other agencies as discussed during the CAPC Conference. Trustee Garcia reported on mausoleum options and discussed the Government deals program for the sale of used equipment and the modular.
- d) The Board reviewed follow-up items and action items. The Board discussed a property for sale next to the cemetery and inquired about access options.
- e) The Board discussed the Investment Policy and requested further information.
- e) Services Report – March Burial Information- District Manager Hannegan
39 Services: 21 Casket, 18 Cremation
15 Casket At need, 12 Casket Pre-need
5 Cremation at Need, 1Pre-Need

FINANCIAL REPORT: Carrie Troup, C.P.A.

Carrie Troup reported on the financial status.

TRUSTEE REPORTS:

- a) Trustee Garcia- Inquired about the portable restrooms.
- b) Trustee Evans- None
- c) Trustee Tunnell- Inquired about the city trees in the turn lane at the cemetery entrance.
- d) Vice Chairman Diaz- None
- e) Chairman Engel – Announced his upcoming retirement from the Board on June 30, 2026.

The next regular Board meeting has been scheduled for Monday May 11th, 2026.

ADJOURNMENT: The meeting was adjourned at 11:57 AM. Motion by Diaz, second by Evans. Ayes: Diaz, Garcia, Evans, Engel, Tunnell. Motion carried.

Action Items Updated April 13, 2026

Brendan Hannegan

- Bond information for the possible purchase of property
- Square footage of property for sale
- Pine Grove options

- Investment Policy clarifications pending:
 - Investment period extensions
 - Designating funds
- Consult legal: legal ramifications of leasing portion of old maintenance building to JD Human

- Inquire with Kirk & Simas for files on previous plot reclamations

- Inquire with Kirk & Simas if they have a file on the Colvin Mausoleum
 - Determine if there are any unsold plots in Colvin Family area
 - Consult with the attorney if we have any rights to mausoleum

- Social Media Policy: Boiler plate examples from CAPC

- Add considering hiring a Marketing firm to project list and future agendas
 - Video of cemetery and process for burials (AHC Film Dept?)

- Map out both sides of cemetery. Plot out what is needed in terms of signage: purpose, wording. (is this something for a marketing consultant?)