

# **Santa Maria Cemetery District**

## **Board Minutes**

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

**Meeting Date 5/13/19**

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

### **ROLL CALL:**

**PRESENT: Lee Diaz, Chairman; John Tunnell, Trustee; Cole Lucas, Trustee; Bob Engel, Trustee**

**ABSENT: Mark Evans, Co-Chair**

**OTHERS PRESENT: Becky Badenell, General Manager; Carrie Troup, C.P.A**

### **MINUTES OF PREVIOUS MEETING:**

**The Board approved of a change to the minutes of the March 11, 2019 Board meeting regarding the JD Humann landscape duties. The motion was revised to state the Board approved to move forward with contracting out but will first analyze the proposals and the implementation plan. Motion by Engel, second by Lucas. Ayes: Tunnell, Lucas, Diaz, and Engel. Absent from vote: Evans. Motion carried.**

**The Board reviewed and approved the minutes of the April 8, 2019 regular meeting. Motion by Lucas, second by Tunnell. Ayes: Tunnell, Lucas, and Diaz. Absent for vote: Evans and Engel. Motion carried.**

**There was public comment regarding landscape services on the District Grounds. Members of the public voiced their opinion and recommended that the Board not hire outside landscape services and instead add additional cemetery employees. There was a handout of a signed public petition against the hiring of outside services.**

**Guest William Jacobson of Brightview Landscape Services presented information regarding the services his company offers and reported on the proposal he submitted.**

**Guest Doug Rich of Doug Rich Homes discussed a property off of Newlove Street. He announced that he has two appraisals at \$150,000 and \$205,000.**

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

- (a) The Board discussed the JD Humann Landscape extended contract and preliminary implementation plan. Trustee Engel recused himself before the discussion. The Board compared the proposals of Brightview Landscape Services and JD Humann. The Board will delay their decision in order to review the updated proposals.**
- (b) The Board discussed the landscape architect projects progress and are waiting on further information.**
- (c) Eric Chastain of RJM reported on the progress on the cemetery expansion. The Board will have workshops to analyze the project and obtain other proposals.**

### **ITEMS FOR ACTION NEW BUSINESS**

- (a) The Board discussed the Brightview Proposal.
- (b) The Board discussed niches for the Veteran's area. A handout from the District Manager was given showing the Veteran's wall estimated pricing and projected sales.
- (c) The Board discussed employee recruitment options for possibly hiring additional employees.

FINANCIAL REPORT: Carrie Troup, C.P.A. presented the monthly financial reports.

MANAGER'S REPORT:

### BURIAL INFORMATION FOR April 2019

NUMBER OF CREMATIONS: 9

FULL BURIALS: 13

INFANT: 0

22 Total

Sales for Pre-need: 7

Sales for Burials: 6

Total \$16,185.00

Southlawn: Burials 1,208

Pre-need: 973

Available: 1,422

(1<sup>st</sup> Burial Sept 2008)

The General Manager reported that gophers are popping up heavy on Southlawn most likely from the construction started across the street on the school. Day to day operations are going well.

### TRUSTEE REPORTS:

- a) Chairman Diaz-None
- b) Co-Chair Evans- Absent
- c) Trustee Lucas- None
- d) Trustee Tunnell- Inquired on the day to day operations considering that one employee is out. The Board set a date for the special meeting for expansion planning workshop: May 23, 2019, at 9:00am.
- e) Trustee Engel- Discussed the request by the Board chairman for a meeting with the City of Santa Maria Manager.

The meeting was adjourned at 11:55 AM.

The next regular meeting will be Monday, June 10, 2019.