

# Santa Maria Cemetery District

## Board Minutes

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

Meeting Date 5/14/18

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; Mark Evans, Co-Chair; Bob Engel, Trustee

ABSENT:

OTHERS PRESENT: Becky Badenell, General Manager; Tony Ramirez, Grounds manager; Carrie Troup, C.P.A., Mr. Darryl Scheck, SEIU Local 620 Union Representative, Karen O'Neil of Kirk and Simas

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the April 9, 2018 regular meeting and the April 20, 2018 special meeting. Motion by Lucas, second by Evans. Ayes: Evans, Engel, Tunnell, Diaz and Lucas. Motion carried.

PUBLIC COMMENT:

There was public comment.

### ITEMS FOR ACTION/OLD BUSINESS

(a) The Board discussed and reviewed the roads. Russ Garrison of Bethel Engineering reported on the bids for the pavement rehabilitation project. Trustee Evans recused himself from the discussion because he provides insurance services to Apodaca Paving, Inc. The Board accepted the lowest bid from Apodaca Paving, Inc. and will renegotiate the pavers/concrete divide strip/curb/gutter. Motion by Engel, second by Tunnell. Ayes: Engel, Tunnell, Diaz and Lucas. Recused: Evans. Motion carried.

(b) The Board discussed and reviewed the new cemetery software program. The Board discussed the ownership of the data and inquired about the backup of the data on to local computers. The Board approved the purchase of the new software program and requested the contract. Motion by Engel, second by Lucas. Ayes: Evans, Engel, Tunnell, Diaz and Lucas. Motion carried.

(c) The Board discussed and reviewed the landscape architect projects. They discussed the plan for the niches. Mr. McClure, landscape architect, will attend the next regular meeting.

### ITEMS FOR ACTION NEW BUSINESS

7. FINANCIAL REPORT: Carrie Troup, C.P.A. presented the monthly financial reports. Trustee Engel requested the Statement of Cash Flows be removed from the future reports.

## 8. MANAGER'S REPORT:

### BURIAL INFORMATION FOR April 2018

NUMBER OF CREMATIONS: 25

FULL BURIALS: 35

INFANT: 0

60 Total

Southlawn: Burials 1063

Pre-need: 852

Available: 1695

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

General Manager Badenell reported that there has been no sign of gophers.

General Manager Badenell reported on the problem with the homeless. She has filed a Letter of Authority with the Santa Maria Police Department and have put up "No Trespassing" signs which gives immediate cause to have someone arrested. General Manager Badenell purchased the Ring Doorbell to monitor activities on the porch at night.

Trustee Engel discussed possibly hiring a security company. The General Manager will contact a security company for a proposal.

At 9:50 AM the Board recessed to closed session.

Closed Session pursuant to Government Code section 54957.6 Conference with proposed interim negotiator Chair Lee Diaz regarding labor contract with General Employee Unit represented by SEIU Local 620.

Adjourn closed session at 10:59 AM and reconvene to open session.

At 10:59 AM report from closed session: No action taken.

## 9. TRUSTEE REPORTS:

- a) Chairperson Diaz- None
- b) Co-Chair Evans- Reported on a broken sprinkler on the District Grounds.
- c) Trustee Lucas- None
- d) Trustee Tunnell- None
- e) Trustee Engel- Requested a new sign for the ag land lease to read "ag land for lease, water included". The Board will discuss again at the next regular meeting.

The meeting was adjourned at 11:00 AM.

Next regular meeting will be Monday, June 11, 2018, and the next Special Meeting will be on June 13, 2018.