

Santa Maria Cemetery District
Board Minutes
Location of Meeting:
1501 S. College Dr.
Santa Maria, Ca 93454

Meeting Date: June 10, 2024

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

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

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA; Diana Alcala, Kirk and Simas

The Board reviewed and approved the minutes of the May 13th, 2024. Board Meeting. Motion by Tunnell, second by Engel. Ayes: Evans, Tunnell, Engel, Diaz and Garcia. Motion carried.

PUBLIC COMMENT: There was no public comment.

The Board recessed to closed session at 9:09 AM.

CONFERENCE WITH LEGAL COUNSEL (review)-ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (2 cases)

The Board adjourned the closed session and reconvened to open session at 9:33 AM.
Report from closed session: No Action Taken

ITEMS FOR ACTION / NEW or OLD BUSINESS

- a) The Board discussed the future shop and office progress. They reviewed the plans which included small updates. The Board also discussed the roofing options.
- b) The Board reviewed and approved the 3% scheduled price increase effective July 1st, 2024; excluding setting fees. Motion by Diaz, second by Tunnell. Ayes: Evans, Tunnell, Engel, Diaz and Garcia. Motion carried.
- c) The Board discussed a request from a youth group regarding cleaning headstones at Pine Grove Cemetery. The Board scheduled a field trip to the Pine Grove Cemetery for further discussion.
- d) The Board reviewed District Manager project items:
 - a. District Manager Hannegan reported on the security patrols which will be effective June 1, 2024. The Board unanimously approved Protac Security for approximately \$850 per month (maximum \$1,000 per month. Board approval if additional and or special event coverage).
 - b. District Manager Hannegan discussed their road walkthrough and the need for repaving and repairs of cemetery roads as well as future ongoing road maintenance. The District will obtain road paving, repairs and slurry proposals.

Services Report – Recap of the May Burial Information- District Manager Hannegan reported on the following:

32 Services: 20 Casket, 12 Cremation, 0 Infant
12 Casket At need, 9 Casket Pre-need,
0 Cremation at Need, 1 Pre-Need,
1 Niche At-Need

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

The Board reviewed and discussed the financial report.

The Board discussed and approved the 2024-25 budget. Motion by Diaz, second by Garcia. Ayes: Evans, Tunnell, Engel, Diaz and Garcia. Motion carried.

TRUSTEE REPORTS:

- a) Chairman Engel- Discussed niche/grave marketing program.

- b) Vice Chairman Diaz- None
- c) Trustee Evans- None
- d) Trustee Tunnell- None
- e) Trustee Garcia- None

The next regular Board meeting is scheduled for Monday July 15th, 2024.

ADJOURNMENT: The meeting was adjourned at 12:45 PM Motion by Evans, second by Tunnell. Ayes: Evans, Tunnell, Engel, Diaz and Garcia. Motion carried.