

Santa Maria Cemetery District

Board Minutes

Location of Meeting:

YPP Office, 2605 S. Miller St. 107, Santa Maria CA 93455

Meeting Date 6/12/2023

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

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

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA, Anthony Principe, Kirk & Simas

The Board reviewed and approved the minutes of the May 8th, 2023, Board Meeting. Motion by Tunnell, second by Evans. Ayes: Diaz, Engel, Evans, Tunnell. Motion carried.

PUBLIC COMMENT: There was no public comment.

The Board recessed to closed session 9:05 A.M.

CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

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

CONFERENCE WITH LEGAL COUNCIL- ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (3 cases)

CONFERENCE WITH LABOR NEGOTIATORS: Closed Session Pursuant to Government Code Section 54957.6. Conference with negotiators Chair Lee Diaz and Trustee Bob Engel regarding labor contract with General Employee Unit represented by SEIU Local 620

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Pursuant to Government Code Section 54957, Public Employee: District Manager

Reconvene to open session 10:02 A.M

Report from Closed Session:

No Action Taken

ITEMS FOR ACTION/OLD BUSINESS:

- a) The Board discussed the District Manager Compensation review for District Manager Hannegan and will discuss again during the next regular Board meeting.
- b) District Manager Hannegan reported on the security ranger agreement status.
- c) The Board discussed the pending selection of a new trustee.

- d) The Board discussed the MOU between the Santa Maria Cemetery and SEIU Local 620.
- e) Martinez & Associates are ready to submit package for office building (6 months permits and 6 months inspect)

ITEMS FOR ACTION/NEW BUSINESS:

- a) District Manager Hannegan gave an update on general cemetery options.
- b) District Manager Hannegan presented the updated pricing work sheet. The Board reviewed and approved the new pricing schedule. Motion by Tunnell, second by Evans. Ayes: Diaz, Engel, Evans, Tunnell. Motion carried.
- c) The Board reviewed and discussed the “clean opinion” Cemetery audit report.

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

**38 Services: 17 Casket, 21 Cremation
9 Casket at need, 17 Casket Pre-need,
3 Cremation At Need, 4 at Pre-Need
5 Niche, 2 At Need, 3 Pre-need**

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

- a) Carrie Troup presented the report read out.
- b) The Board analyzed, reviewed and approved the 2023-2024 Budget. Motion by Evans, second by Engel. Ayes:
Diaz, Engel, Evans, Tunnell. Motion carried.

TRUSTEE REPORTS:

- a) Chairman Diaz- None.
- b) Trustee Evans- Discussed the need for a walking tour of the grounds.
- c) Trustee Tunnell- None.
- d) Trustee Engel – Requested walking tour at a future board meeting.

The next regular Board meeting is scheduled for July 18th, 2023.

The meeting was adjourned at 12:09 PM. Motion by Tunnell, second by Evans. Ayes: Diaz, Evans, Engel, Tunnell. Motion carried.