

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

Meeting Date: July 9, 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; Alex Simas, Kirk and Simas; Brandon Heavener, Bethel Engineering.

The Board reviewed and approved the minutes of the June 10th, 2024. Board Meeting. Motion by Tunnell, second by Evans. Ayes: Evans, Tunnell, Diaz and Garcia. Absent for vote, Engel. Motion carried.

PUBLIC COMMENT: There was no public comment.

The Board recessed to closed session at 9:07 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 9:20 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. Brandon Heavener reported that they are waiting for specifications from the interior designer. He discussed the use of decomposed granite and noted that Option B will include tresses and corbels in specific rooms. Bid packages are expected to be ready on August 1st. A potential bid date will depend on when the interior design work is complete.
- b) The Board approved the Burial Plots Purchase Policy dated 7/9/24. Motion by Tunnell, second by Garcia. Ayes: Evans, Tunnell, Diaz, Garcia, Engel. Motion carried.
- c) District Manager Hannegan presented the Protac Security recap.

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

31 Services: 20 Casket, 11 Cremation, 1 Infant
5 Casket At need, 15 Casket Pre-need,
0 Cremation at Need, 3 Pre-Need,
4 Niche At-Need

FINANCIAL REPORT: Carrie Troup, C.P.A.
The Board reviewed and discussed the financial report.

TRUSTEE REPORTS:

- a) Chairman Engel- Discussed hiring a marketing agency to provide information about the services and products offered by the district.
- b) Vice Chairman Diaz- None
- c) Trustee Evans- Discussed the share of property taxes paid by APN address.
- d) Trustee Tunnell- None
- e) Trustee Garcia- None

The next regular Board meeting is scheduled for Tuesday August 13th, 2024.

ADJOURNMENT: The meeting adjourned at 10:50 to onsite tour of the Cemetery grounds and Pine Grove Cemetery.