

Santa Maria Cemetery District

Board Minutes

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

Meeting Date 7/11/16

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

ROLL CALL:

PRESENT: Lee Diaz, Chairman; Mark Evans, Co-Chair; Cole Lucas, Trustee; John Tunnell, Trustee; Bob Engel, Trustee

OTHERS PRESENT: Becky Badenell, District Manager; Karen O'Neil, Kirk & Simas, Carrie Troup, C.P.A.

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of June 13, 2016 regular meeting. Motion by Evans, second by Tunnell. Ayes: Diaz, Evans, Tunnell and Lucas. Absent for vote: Engel. Motion carried.

PUBLIC COMMENT:

There was no public comment.

At 9:02 AM the Board recessed to closed session.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Relating to City improvements and requests for easement relating to Enos Development. Agency Negotiator/Agent: Karen A. O'Neil and Becky Badenell.

Reconvene to regular open session at 9:05 AM.

Report from closed session: No action taken

5. ITEMS FOR ACTION/OLD BUSINESS

(a) The Board discussed the Enos Development.

(b) Tony Ramirez, District Grounds Manager, discussed the mower and equipment needs of the District. The Board approved to purchase one mower. Motion by Engel, second by Evans, ayes: Diaz, Evans, Tunnell, Engel and Lucas.

(c) The Board discussed CSDA membership and will not join at this time.

(d) The General Manager discussed SDRMA and other insurance options. The Board discussed creating a loss run file.

6. ITEMS FOR ACTION NEW BUSINESS

(a) Karen O'Neil reported on the LAFCO District boundaries map and the update process.

(b)The Board discussed and approved 2016-2017 price increase as presented. Motion by Diaz, second by Evans, ayes: Diaz, Evans, Tunnell, Engel and Lucas. Motion carried.

(c)The Board discussed District Manager compensation. The Board approved to create an evaluation policy and performance evaluation. Karen O' Neil from Kirk and Simas will review the sample policy and report back at the next regular board meeting. The district manager will mail the board members sample policys. Motion by Engel, second by Tunnell, ayes: Diaz, Evans, Tunnell, Engel and Lucas. Motion carried.

(d) Karen O' Neil discussed and reviewed the 2016 SMCD Conflict of Interest code. The Board approved to the Conflict of Interest Code as presented. Motion by Engel, second by Evans, ayes: Diaz, Evans, Engel and Lucas. Absent for vote: Tunnell. Motion carried.

7. FINANCIAL REPORT: Carrie Troup, C.P.A. presented the monthly financial reports. The Board reviewed, discussed and approved the 2016/2017 Budget. Motion by Evans, second by Lucas, ayes: Diaz, Evans, Engel and Lucas. Absent for vote: Tunnell. Motion carried.

8. MANAGER'S REPORT:

BURIAL INFORMATION FOR June 2016

NUMBER OF CREMATIONS: 9 (2 Southlawn, 7original side)

FULL BURIALS: 24 (7 original side, 15 Southlawn)

INFANT: 2 (2 Southlawn, 0 original side)

35 Total

Southlawn Statistics:

Burials: 818

Pre need: 702

Available: 2,108

Gophers are still out of control. Construction all around us.

9. TRUSTEE REPORTS:

- a. Chariman Diaz - Inquired about the music volume during the services.
- b. Co-Chair Evans - None
- c. Trustee Tunnell - Reported on the proposal for JD Human for weedwacking.
- d. Trustee Lucas - Discussed name plates for the Board Members.
- e. Trustee Engel - Discussed the need for formal policy on music during services.

The meeting was adjourned at 10:58 A.M.

Next regular meeting will be Monday, August 8, 2016.