

Santa Maria Cemetery District

Amended Board Minutes

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

Meeting Date 08/08/22

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

Chairman, Lee Diaz; Trustee, Cole Lucas; Trustee, Mark Evans; Trustee, Trustee; Tunnell.

Absent: Trustee: Engel

OTHERS PRESENT: Debra Fowler; Carrie Troup, C.P.A. Karen O'Neil of Kirk & Simas.

The Board reviewed and approved the minutes of the July 11, 2022, board meeting. Motion by Tunnell, second by Lucas. Ayes: Lucas, Diaz, Evans, Tunnell. Absent for vote: Engel. Motion carried.

PUBLIC COMMENT: Jeff Hoffman of Dudley Hoffman Mortuary discussed his recommendation of Debra Fowler as District Manager of the Santa Maria Cemetery.

The Board recessed to closed session 9:02 A.M.

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to subdivision (c) of Section 54956.9

(One case)

CONFERENCE WITH REAL PROPERTY NEGOTIATORS FOR THE PROPERTY: Vicinity of the easterly terminus of Newlove Drive, City of Santa Maria, CA
Potential modification to lease invoicing Leasing party Bejo Seeds and/or lease renewal. Agency Negotiator /Agent.

(One case)

Reconvene to open session 9:10 A.M.

Report from Closed Session:

The Board approved the settlement. Motion by Lucas, second by Evans. Ayes: Lucas, Diaz, Evans, Tunnell. Absent for vote: Engel. Motion carried.

ITEMS FOR ACTION/OLD BUSINESS

- a) **The Board discussed the settlement agreement – Maribel Aguilera**
- b) **Brandon Heavener (Bethel Engineering) reported on the landscape architect's proposal. The Board approved and Mr. Heavener will include the total on the project worksheet.**
- c) **Mr. Randal Araki discussed the update on the new office building. He reported on the status of the project.**
- d) **The Board discussed and approved of the ordinance regarding the permitted activities. Ayes: Lucas, Diaz, Evans, Tunnell. Absent for vote: Engel. Motion carried.**

- e) Update of District Manager recruitment. None at this time.

ITEMS FOR ACTION/NEW BUSINES:

- a) Interim Manager, Debra Fowler discussed the need for another grounds crew members due to the possible upcoming retirement of the burial crew members. Jaime Coronado addressed the Board regarding staffing.
- b) Interim Manager, Debra Fowler presented credit card statements to discuss fee mitigation options. The Board approved to initiate a fee for credit card use. Effective 9/15/22 there will be a 3% credit card use fee. Motion by Tunnell, second by Evans. Ayes: Lucas, Diaz, Evans, Tunnell. Absent for vote: Engel. Motion carried.
- c) The Board reviewed the music policy and will focus on enforcement.
- d) Interim Manager, Debra Fowler reported on the niche wall options. She will obtain quotes.
- e) Interim Manager, Debra Fowler reported on GSRM seminar. The seminar will be held on Aug 31st at the Raddison in Santa Maria. Debra will be attending the seminar.

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

Debra Fowler Services Report:

- a) Recap of the June burial information. Services: 41; 25 Casket, 15 Cremation, 1 Baby
48 Graves sold: 16 Caskets at need, 26 Casket pre-need. 1 Cremation at need. 3 original section preneed, 1 original section at need, 1 baby.
- b) Interim Manager, Debra Fowler discussed updating Employee Handbook.
- c) Interim Manager, Debra Fowler discussed updating Rules and Regulations.

TRUSTEE REPORTS:

- a) Chairman Diaz- Discussed the grass on the grounds.
- b) Co-Chair Lucas- None
- c) Trustee Evans- Reported on the inevitable elimination of grass.
- d) Trustee Tunnell – Discussed landscape maintenance of the cemetery. He noted that Jaime Coronado, Grounds Supervisor, should be documenting any items with the maintenance issues.
- e) Trustee Engel – Absent

The next regular Board meeting is scheduled for Monday, September 12, 2022

The meeting was adjourned at 12:10 P.M.