

# Santa Maria Cemetery District

## Board Minutes

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

Meeting Date 8/13/18

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

### ROLL CALL:

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

### ABSENT:

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

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the July 9, 2018 regular meeting and the August 7, 2018 Special Meeting. Motion by Lucas, second by Tunnell. Ayes: Evans, Tunnell, Diaz, Lucas and Engel. Motion carried.

PUBLIC COMMENT: None

### ITEMS FOR ACTION/OLD BUSINESS

(a) The Board will table the discussion with Landscape Architect Project guest Charles McClure.

### ITEMS FOR ACTION NEW BUSINESS

7. FINANCIAL REPORT: Carrie Troup, C.P.A. presented the monthly financial reports.

8. MANAGER'S REPORT:

### BURIAL INFORMATION FOR July 2018

NUMBER OF CREMATIONS: 16

FULL BURIALS: 19

INFANT: 1

36 Total

Southlawn: Burials 1,097

Pre-need: 886

Available: 1,623

(1<sup>st</sup> Burial Sept 2008)

General Manager Badenell discussed the concrete pads for headstones.

The Board and General Manager Badenell discussed the procedures surrounding headstone setting; maintenance efficiency; turf management; staff timecard breakdown.

At 9:15 AM the Board recessed to closed session.

Closed Session pursuant to Government Code section 54957.6 Conference with proposed interim negotiator Chair Lee Diaz regarding labor contract with General Employee Unit represented by SEIU Local 620.

Conference with Real Property Negotiators

Property: Vicinity of the Easterly terminus of Newlove Drive City of Santa Maria Agency

Negotiator/ Agent: Karen A. O'Neil and Becky Badenell.

Adjourn closed session at 10:30 AM and reconvene to open session.

At 10:30 AM report from closed session:

The Board approved to modify its last proposal to reflect a 5 year term with all other terms of the district's proposal remaining the same. Motion by Diaz, second by Lucas. Roll Call vote; Ayes: Evans, Tunnell, Diaz, Lucas and Engel. Noes: none. Motion carried.

The Board reviewed, discussed and approved the lease agreement for the Newlove Drive property. Motion by Engel, second by Evans. Roll Call vote; Ayes: Evans, Tunnell, Diaz, Lucas and Engel. Noes: none. Motion carried.

The Board would like to invite the City to discuss soccer fields with conditions of clean up after use.

#### 9. TRUSTEE REPORTS:

- a) Chairperson Diaz-None
- b) Co-Chair Evans- Discussed the irrigation system maps.
- c) Trustee Lucas- None
- d) Trustee Tunnell- None
- e) Trustee Engel- None

The Board discussed the immediate need for:

1. Written procedures be prepared and provided by the Grounds Manager as requested by the Board
2. Staff oversight / task accountability measures
3. Detailed utilization of detailed staff timesheets

The meeting was adjourned at 10:31 AM. Motion by Lucas, second by Evans. Ayes: Evans, Tunnell, Diaz, Engel and Lucas. Motion carried.

The next regular meeting will be Monday, September 10, 2018.