

Santa Maria Cemetery District

Board Minutes

Location of Meeting:

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

Meeting Date 10/10/22

CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:03 A.M.

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

OTHERS PRESENT: Debra Fowler, Interim District Manager; Carrie Troup, C.P.A.

The Board reviewed and approved the minutes of the August 8, 2022, September 12th, 2022, and September 27, 2022 board meetings. Motion by Lucas, second by Evans. Ayes: Lucas, Evans, Tunnell, Engel, Diaz abstained from the vote on the September 27, 2022, meeting. Motion carried.

PUBLIC COMMENT: None

The Board recessed to closed session 9:04 A.M.

CONFERENCE WITH REAL PROPERT 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/Agents: Karen A. O'Neil, Maribel Aguilera, and Debra Fowler.**

Reconvene to open session 9:16 A.M.

Report from closed session.

**The Board approved the lease as presented with Bejo Seeds. Motion by Engel, second by Lucas.
Ayes: Lucas, Diaz, Tunnell, Engel, Evans. Motion carried.**

ITEMS FOR ACTION/OLD BUSINESS:

- a) **The Board discussed the expansion. Interim Manager Fowler reported on the fence repair due to vandalism.**
- b) **The Board discussed the District Manager recruitment. Mark Evans stated that Interim Manager Fowler is a valued member of the team at the Santa Maria Cemetery District.**

ITEMS FOR ACTION/NEW BUSINES:

- a) **Jaime Coronado reported on new equipment bids. The Board will continue the discussion during the next regular meeting.**
- b) **The Board discussed the District Manager job description and approved the salary of \$91,000.00 for Brendan Hannegan. Motion by Engel, second by Evans. Ayes: Lucas, Diaz, Tunnell, Engel, Evans. Motion carried.
The Board will discuss and approve the employment agreement during the next regular meeting.**

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

Debra Fowler Services Report:

- a) Recap of the September burial information- Services: 36; 24 Casket, 12 Cremation. 27 Graves sold: 12 Casket at need, 14 Casket pre-need, 1 Niche
- b) Interim Manager Fowler reported on employee reviews which are in progress.
- c) Interim Manager Fowler discussed the expansion map.
- d) Interim Manager Fowler reviewed the landscape improvement by office.

TRUSTEE REPORTS:

- a) Chairman Diaz- Discussed broken monuments which should be repaired by the owners.
- b) Co-Chair Lucas- Announced that he will be resigning as of Nov 30th. He commented that years ago when the manager resigned the Board took a chance and hired Interim Manager Badenell.
- c) Trustee Evans- Discussed moving forward with xeriscaping and offering a workshop.
- d) Trustee Tunnell – None
- e) Trustee Engel –Discussed fuel costs and storage containment. Commended Interim Manager Fowler for her hard work.

The next regular Board meeting is scheduled for Monday November 14, 2022

The meeting was adjourned at 11:26 AM.