

Santa Maria Cemetery District

Board Minutes

Location of Meeting:

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

Meeting Date 10/11/2021

CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:01 A.M.

**Lee Diaz, Chairman; Trustee; Cole Lucas, Trustee; Mark Evans, Trustee Bob Engel. Absent: John Tunnell
OTHERS PRESENT: District Manager Ron Jacobs; Carrie Troup, C.P.A.**

The Board reviewed and approved the minutes of the September 13, 2021, and Special Meeting September 27, 2021. Motion by Lucas, second by Evans. Ayes: Lucas, Diaz, Evans. Absent for vote, Engel & Tunnell. Motion carried.

PUBLIC COMMENT: A member of the public addressed The Board regarding large BBQ get-togethers on the district grounds which are disrupting. She presented her recommendations as to control the issues.

The Board Recessed to Closed Session 9:18 am

CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to subdivision (c) of Section 54956.9 (1 Case)

9:48 am the Board adjourned Closed Session and reconvened to Open Session

Report from Closed Session:

Counsel has been directed to move forward to explore Civil Litigation.

Motion by Evans, second by Engel. Ayes: Lucas, Diaz, Evans, Engel. Absent for vote, Tunnell. Motion carried.

ITEMS FOR ACTION/OLD BUSINESS

- a) District Manager Jacobs introduced the new Operations Manager, Jaime Coronado, to the Board.
- b) The Board and District Manager Jacobs discussed update concerning city permits relayed from Laurie Tamura who was not present.
- c) District Manager Jacobs reported on the permitting, grading, and excavating schedule from John Will who was not present.
- d) The Board and District Manager Jacobs discussed update on Phase II shop and office from Tom Martinez who was not present.
- e) Brandon Heavener (Bethel Engineering) discussed Phase II of the Expansion Project. He reported that there is a delay due to a back log of permits/plans that remain unapproved by the City of Santa Maria. He is waiting on Kevin McCune, City of Santa Maria Director of Public Works.
- f) Trustee Evans Discussed financing for expansion project. He reported interest rates remain low.

ITEMS FOR ACTION/NEW BUSINESS

- a) District Manager Jacobs presented the two finalists for cemetery logo. He discussed asking the public for their comments. The Board declined the option for public vote and decided on one of the logos as the cemetery logo.
- b) Board President Diaz and District Manager Jacobs reported on the CAPC conference which they attended last week. District Manager Jacobs will review the District Policies and Procedures which will be discussed at the next regular board meeting.

FINANCIAL REPORT: Carrie Troup, C.P.A. reported on the financial status of the district.

DISTRICT MANAGER'S REPORT:

- a) District Manager Jacobs will retain the latest plans from RJM for review and discussion during the next regular board meeting.
- b) District Manager Jacobs presented a recap of the September burial information. Services: 50; 33 Casket, 15 Cremation, 2 Babies. 49 graves sold: 17 at need, 23 casket pre-need, 2 cremation grave pre-need, 2 Cremation at need, 1 Niche pre- need , 1 at need in original section, 1 pre-need in original.

TRUSTEE REPORTS:

- a) Chairman Diaz- Reported on the California Association of Public Cemeteries Conference he attended in San Luis Obispo.
- b) Co-Chair Lucas- None
- c) Trustee Evans- None
- d) Trustee Tunnell - Absent
- e) Trustee Engel – Requested that District Manager Jacobs report on his updated Rules/ Policies.

The next regular Board meeting is scheduled for Monday November 8th, 2021.

The meeting was adjourned at 12:15 pm.

Motion by Engel, second by Evans. Ayes: Lucas, Diaz, Evans, Engel. Absent for vote, Tunnell. Motion Carried