

Santa Maria Cemetery District
Board Minutes
Location of Meeting:
1651 S. College Dr.
Santa Maria, Ca 93455

Meeting Date: October 20th, 2025

CALL TO ORDER: The regular meeting was called to order by Chairman Engel at 9:05 A.M.

TRUSTEES PRESENT: Chairman, Engel; Vice Chairman, Lee Diaz; Trustee, Carmen Garcia
Absent: Trustee, John Tunnell; Trustee Mark Evans

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA.

The Board delayed approval of minutes of September 8th, 2025, until the next regular board meeting.

There was no public comment.

ITEMS FOR ACTION / NEW or OLD BUSINESS

- a) The Board discussed and reviewed the new office needs and future maintenance shop.
- b) The Board discussed and reviewed extension terms of the Bejo Seeds contract and reviewed the electric meter usage.
- c) District Manager Hannegan presented security patrol recap.
- d) District Manager Hannegan presented a recap of the CAPC Annual Education Seminar & Area Meeting he and trustees Garcia and Diaz attended October 10th and 11th in Ventura.
- e) The Board discussed and approved 3-month trial for portable restrooms. Motion by Diaz, second by Garcia. Ayes: Engel, Diaz, Garcia. Absent for vote Tunnell, Evans. Motion carried.
- f) Calendar Updates:
 - a. Ethics Training 11/12/25 virtual and future options
 - b. History Walk October 25th @ 1pm with Kathy D'Avis
 - c. Day of the Dead (Dia de los Muertos) Sunday November 2nd
 - d. Ribbon Cutting Event, Tuesday November 18th at 4pm
 - e. Manager Annual Review November Board Meeting

Services Report – Recap of the August Burial Information- District Manager Hannegan reported on the following:

27 Services: 16 Casket, 11 Cremation
13 Casket At need, 24 Casket Pre-need,
1 Cremation at Need, 0 Pre-Need, 1 Niche pre need

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

Carrie Troup reported on the financial status.

The Board approved to close the savings account with Community Bank and transfer the funds to checking. Motion by Engel, second by Garcia. Ayes: Engel, Diaz, Garcia. Absent for vote Tunnell, Evans. Motion carried

TRUSTEE REPORTS:

- a) Trustee Garcia- None
- b) Trustee Evans- Absent

- c) Trustee Tunnell- Absent
- d) Vice Chairman Diaz- Discussed the conference he attended in Ventura October 10th – 11th.
- e) Chairman Engel – Discussed curb side labeling for parking. Discussed plaque placement.

The next regular Board meeting is scheduled for Monday November 10th, 2025

Items for next regular Board Meeting; Board to review emergency vehicle access.

ADJOURNMENT: The meeting was adjourned at 11:49 AM.