

# **Santa Maria Cemetery District**

## **Board Minutes**

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

**Meeting Date 4/8/19**

**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**

**ABSENT: Bob Engel, Trustee**

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

**MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the March 11, 2019 regular meeting. Motion by Lucas, second by Evans. Ayes: Tunnell, Lucas, Diaz, and Evans. Absent from vote: Engel. Motion carried.**

**Jay Freeman introduced himself to the Board and presented information on LAFCO; he is running for LAFCO Representative.**

**Guest Brooks Wise of Pacific Premier Bank presented information on various options such as collateralized money market and insured cash sweep.**

**At 10:55 AM the Board recessed to closed session.**

**Conference with Real Property Negotiators**

**The Board discussed the property: Vicinity of the Easterly terminus of Newlove Drive City of Santa Maria, Red Dog**

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

**Adjourn closed session at 11:05 AM and reconvene to open session.**

**Report from closed session: The Board provided direction and gave Karen O'Neil of Kirk & Simas the authority to negotiate purchase based on Board direction. No action taken.**

### **ITEMS FOR ACTION/OLD BUSINESS**

- (a) The Board discussed JD Humann Landscape adoption and approval of new contract. Public comment: Bob McCloud of SEIU Union Local 620 encouraged the Board to meet and confer before proceeding. The Board approved the proposal to begin June 1<sup>st</sup> with JD Humann on the condition that the Board first meet and confer with SEIU Union Local 620. Motion by Tunnell, second by Evans. Ayes: Tunnell, Lucas, Diaz, and Evans. Absent: Engel. Motion carried. Trustee Tunnell and Diaz will move forward with an implementation plan and will meet with the Union Representative.**
- (b) The Board discussed the Landscape Architect Project's progress. They are waiting on**

bids. The General Manager will contact Mr. Garrison regarding the status.

- (c) The Board discussed the RJM Progress-expansion project to begin in 2020 or 2021. The Board discussed a pay scale for District Manager and Operations Manager. The Board discussed the General Manager's and Operations Manager's salary and compensation. The Board analyzed and approved \$67,320 for District Manager and a 2% increase for Mr. Ramirez, Operations Manager effective retroactively to July 1, 2018. Motion by Evans, second by Tunnell. Ayes: Tunnell, Lucas, Diaz, and Evans. Absent from vote: Engel. Motion carried. The Board will complete the pay scale for District Manger and Operations Manager in the future.
- (d) Handout: Trustee Compliance Schedule.

#### ITEMS FOR ACTION NEW BUSINESS

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

MANAGER'S REPORT:

#### BURIAL INFORMATION FOR March 2019

NUMBER OF CREMATIONS: 12

FULL BURIALS: 14

INFANT: 1

27 Total

Sales for Pre-need: 10

Sales for Burials: 6

Total \$19,920.00

Southlawn: Burials 1,196

Pre-need: 966

Available: 1,441

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

The General Manager reported that gophers are popping up heavy on Southlawn from the construction started across the street on the school. Day to day operations are proceeding well.

#### TRUSTEE REPORTS:

- a) Chairman Diaz-None
- b) Co-Chair Evans- None
- c) Trustee Lucas- None
- d) Trustee Tunnell- None
- e) Trustee Engel- Absent

The meeting was adjourned at 11:20 AM.

The next regular meeting will be Monday, May 13, 2019.