

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 4/12/2021

CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:02 A.M.

ROLL CALL:

PRESENT: Lee Diaz, Chairman; Trustee; Bob Engel, Trustee; Cole Lucas, Trustee; Mark Evans, Trustee Tunnell

ABSENT: None

OTHERS PRESENT: General Manager Nick Salvesen; Carrie Troup, C.P.A.

The Board reviewed and approved the minutes of the March 8, 2021 meeting with the addition of the next meeting to be March 22, 2021, which was subsequently canceled. Motion by Lucas, second by Evans. Ayes: Lucas, Diaz, Engel, Evans; Abstain: Tunnell. Motion carried.

PUBLIC COMMENT: None

ITEMS FOR ACTION/OLD BUSINESS

- a) Mr. Heavener (Bethel Engineering) reported on the status of the bidding process for Phase II expansion.
- b) Mr. Martinez (M&A Architecture) reported on the cost options of the metal building. He will draw and circulate alternate elevations with corresponding request for proposals. He discussed the sub-contractor and the location of the public restroom. He will research the updated costs based on the recent increases.

ITEMS FOR ACTION/NEW BUSINESS

- a) The Board discussed a petition and letter from the community members regarding their request for the allowance of solar lights at the gravesites.
- b) The Board discussed the salary for Interim Manager, Debra Fowler and agreed to \$30/hour.
- c) The Board reviewed and approved departing manager's consulting fee of \$75/hour. Motion by Engel, second by Evans. Ayes: Lucas, Diaz, Engel, Evans, Tunnell. Motion carried.

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

MANAGER'S REPORT:

- a) General Manager Salvesen presented a recap of the February burial information. 49 Services: 29 Casket, 20 Cremation, 2 Niche. 55 Lot sales.
- b) General Manager Salvesen discussed new casket graves near baby and cremation area for 176 additional graves.
- c) General Manager discussed the area near Southlawn B for cremations.
- d) General Manager discussed niche wall project in front of Mausoleum by Christi Vaults
- e) General Manager discussed other small projects in progress.

TRUSTEE REPORTS:

- a) Chairman Diaz- None
- b) Co-Chair Lucas- None
- c) Trustee Evans- None
- d) Trustee Tunnell- None
- e) Trustee Engel- 1. Discussed visual markers for the land leased to the farmer.
2. Requested that the existing flower policy be discussed during the next regular board meeting

The next regular Board meeting is scheduled for April 23, 2021.

The meeting was adjourned at 12:25 PM.