

Santa Maria Cemetery District

Board Minutes

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

Meeting Date 7/8/19

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; Mark Evans, Co-Chair; Bob Engel, Trustee; Cole Lucas, Trustee

ABSENT:

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

MINUTES OF PREVIOUS MEETING:

The Board reviewed and approved the minutes of the June 7, 2019 regular meeting. Motion by Evans, second by Tunnell. Ayes: Tunnell, Evans, Engel, and Diaz. Abstain from vote: Lucas. Motion carried.

SEIU Local 620 Union representative Bob McCloud addressed the Board regarding hiring an additional employee and cost study.

Guest Peter Sterling, Vice President of Community West Bank, and David Hall, Vice President of Community West Bank, presented information on FDIC insured banking options including an insured cash sweep.

ITEMS FOR ACTION/OLD BUSINESS

- (a) Brandon of Bethel Engineering reported on landscape architect project bids for Columbarium Project (North side of office).**
- (b) Guest Eric Chastain, RJM, gave an update on the landscape architect project's progress (Southlawn Extension). He presented maps which included options for the phases. Trustee Engel directed the General Manager to add the RJM report to the Board binders.**
- (c) The Board reviewed, analyzed and discussed the bids in response to the District's RFP for contract landscaping services. Trustee Engel recused himself before the discussion began. The Board discussed the details of each proposal and the qualifications of each responsive bidder and approved of the JH Human proposal. Motion by Lucas, second by Evan. Ayes: Tunnell, Evans, Diaz, and Lucas. Recused from the discussion and from the vote; Engle. Motion carried.**

- (d) The Board discussed and approved the Vets Niche Wall addition. The project will be completed by TC Construction & Design, Inc. based on the proposal with the final contract creation and approval by Bethel Engineering not to exceed 5% over run. Motion by Evans, second by Lucas. Ayes: Tunnell, Evans, Engel, Diaz, and Lucas. Motion carried.**

ITEMS FOR ACTION NEW BUSINESS

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

MANAGER'S REPORT:

BURIAL INFORMATION FOR June 2019

NUMBER OF CREMATIONS: 6

FULL BURIALS: 22

INFANT: 3

31 Total

Sales for Pre-need: 8

Sales for Burials: 9

Total \$21,165.00

Southlawn: Burials 1,227

Pre-need: 985

Available: 1,391

(1st Burial Sept 2008)

The General Manager gave a verbal report on the Main Gate vandalism.

As well as a staff update.

The General Manager reported that gophers are heavy due to the new construction across the street from the Southlawn.

The Board recessed to closed session at 11:37am

Conference with real property negotiators

Property: Ptn Lot 33 Tract Por SW/4 Sec 23 T10 R34W SBB&M

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

Reconvene to open session at 11:45

Report from closed session: No action taken.

TRUSTEE REPORTS:

a) Chairman Diaz-None

b) Co-Chair Evans- Inquired about the status of the Eagle Scout project. Discussed offering a wide range of lot pricing for Southlawn extension

c) Trustee Lucas- Discussed publicizing the new projects once complete.

d) Trustee Tunnell- Requested scheduling a special planning meeting on the Southlawn design options which will be Tuesday July 16.

e) Trustee Engel- Confirmed with Brandon of Bethel Engineering that they are handling the entire bid process for the columbarium project. He requested that Russ of Bethel Engineering be contacted again regarding the location of the utilities.

The meeting was adjourned at 11:57 AM. Motion by Tunnell, second by Lucas. Ayes: Tunnell, Evans, Engel, Diaz, and Lucas. Motion carried.

The next regular meeting will be Monday, August 12, 2019.