

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 8/16/2021

CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:00 A.M.

Lee Diaz, Chairman; Trustee; Cole Lucas, Trustee; Mark Evans, Trustee Tunnel, Bob Engel, Trustee (arrival 9:08A.M).

ABSENT: None

OTHERS PRESENT: District Manager Ron Jacobs; Carrie Troup, C.P.A.

The Board reviewed and approved the minutes of the July 12th, 2021. Motion by Tunnell, second by Evans. Ayes: Lucas, Diaz, Evans, Tunnell. Absent for vote, Engel. Motion carried.

PUBLIC COMMENT: None

ITEMS FOR ACTION/OLD BUSINESS

- a) Laurie Tamura (Urban Planning Concepts) reported on the city permits.
- b) John Will (JF Will) reported on the grading and excavating schedule.
- c) Brandon Heavener (Bethel Engineering) updated board on Phase II expansion project and discussed the sound wall requirements.
- d) Tom Martinez (M&A Architecture) reported on Phase II shop & office update. He requested direction regarding square footage of the shop and office. The Board agreed that The District will be building a new office on the grounds.
- e) The Board agreed to seek financing for expansion project. They will further proceed with the financing once they have cost estimates.

ITEMS FOR ACTION/NEW BUSINESS

- a) District Manager Jacobs reported on the RJM contract agreements, expenses, and costs. He provided a cost breakdown.
- b) District Manager Jacobs discussed the meeting with city officials concerning the sidewalk. He reported that the city officials discussed obtaining a Community Development Block Grant.
- c) District Manager Jacobs reviewed the city requirements for a block wall along Newlove residential buildings.

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

DISTRICT MANAGER'S REPORT:

- District Manager Jacobs presented a recap of the July burial information. Services: 46; 26 Casket, 18 Cremation, 2 baby. 37 graves sold: 14 at need, 18 casket pre-need, 1 cremation grave pre-need, 1 Niche at need, 2 at need in original section.
- District Manager Jacobs reminded Trustees about the upcoming Education Seminar through CAPC (California Association of Public Cemeteries)
- District Manager Jacobs presented information concerning the damage to the block wall on Stowell Rd.

TRUSTEE REPORTS:

- a) Chairman Diaz- None.
- b) Co-Chair Lucas- Commended District Manager Jacobs for all the information he provided the Board.
- c) Trustee Evans- Discussed the need for trees on the District grounds. He also suggested creating a model of the new project and the surrounding area.

d) Trustee Tunnell- Suggested a color-coded board to block out spots for trees. He also requested a meeting with JD Human to review the job tasks such as lawn aeration.

e) Trustee Engel- Inquired about gophers on Southlawn.

The next regular Board meeting is scheduled for Monday September 13th, 2021.

The meeting was adjourned at 12:25 PM. Motion by Tunnell, second by Evans. Ayes: Lucas, Diaz, Evans, Tunnell, Engel. Motion carried.