

Santa Maria Cemetery District

Board Minutes

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

Meeting Date 10/17/17

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

ROLL CALL:

PRESENT: Lee Diaz, Chairman; Cole Lucas, Trustee; John Tunnell, Trustee

ABSENT: Mark Evans, Co-Chair; Bob Engel, Trustee

OTHERS PRESENT: Becky Badenell, General Manager; Tony Ramirez, Grounds manager; Carrie Troup, C.P.A.; Karen O'Neil of Kirk and Simas

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the September 11, 2017 regular meeting. Motion by Lucas, second by Tunnell. Ayes: Diaz, Tunnell, and Lucas. Absent for vote: Evans and Engel. Motion carried.

PUBLIC COMMENT:

None

At 9:01 AM the Board recessed to closed session.

Conference with Real Property Negotiators

Property: Vicinity of the Easterly terminus of Newlove Drive City of Santa Maria

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

Adjourn closed session at 9:11 AM and reconvene to open session.

At 9:11 AM report from closed session: No action taken. Instruction was given to Negotiator.

ITEMS FOR ACTION/OLD BUSINESS

- (a) The Board discussed music on the District grounds and reviewed the draft Music Policy. The Board directed the District Manager to limit time for services to one hour and will require a deposit for music with the exception of military honor. The District Manager will bring a draft policy to the next regular Board meeting.**
- (b) The Board discussed the update on the Enos project.**
- (c) The Board discussed and updated the Trustee Compliance Schedule. The District Manager was directed to add Trustee terms to the schedule.**

(d) The Board discussed and reviewed the updated 5 year plan and the need for a new small mower. The General Manager presented a handout which includes detailed information of each District asset. The Board approved the purchase of a new mower for \$20,000. Motion by Lucas, second by Diaz. Ayes: Diaz and Lucas. Abstain from vote: Tunnell. Absent for vote: Evans and Engel. Motion carried.

ITEMS FOR ACTION NEW BUSINESS

7. FINANCIAL REPORT: Carrie Troup, C.P.A. presented the monthly financial reports.
8. MANAGER'S REPORT:

BURIAL INFORMATION FOR September 2017

NUMBER OF CREMATIONS: 19

FULL BURIALS: 21

INFANT: 0

40 Total

Southlawn Statistics: Burials: 967
Pre need: 795
Available: 1844

The Manager reported that contracting with J.D. Humann continues to run smoothly. Gopher catching continues to be successful. The first publication in the newspaper for the Abandoned Plots project came out October 11, 2017. The Board discussed the continuing process as presented by Karen O'Neil of Kirk & Simas.

9. TRUSTEE REPORTS:

a) Chairperson Diaz- Report on the C.A.P.C. Conference which he and General Manager Badenell attended. Chairperson Diaz reported on District policy procedures and planning, and on social media. He reviewed the scholarships for attending the conferences. In addition, the following other topics were discussed: cemetery security; credit card/check only policies; drug policy; strategic planning; embezzlement. He announced that the next C.A.P.C. Conference is in San Luis Obispo in February 2018.

b) Co-Chair Evans- Absent

c) Trustee Lucas- None

d) Trustee Tunnell- Discussed gopher abatement options.

e) Trustee Engel- Absent

The meeting was adjourned at 10:18 AM.

Next regular meeting will be Monday, November 13, 2017.