

Santa Maria Cemetery District

Board Minutes

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

Meeting Date 11/13/17

CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:05 A.M.

ROLL CALL:

PRESENT: Lee Diaz, Chairman; Mark Evans, Co-Chair; Cole Lucas, Trustee; John Tunnell, Trustee, Bob Engel, Trustee

ABSENT:

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

DISTRIBUTIONS: None

MINUTES OF PREVIOUS MEETING: The Board reviewed and approved the minutes of the October 17, 2017 regular meeting. Motion by Lucas, second by Evans. Ayes: Diaz, Evans, Engel, Tunnell, and Lucas. Motion carried.

PUBLIC COMMENT:

None

Presentation by Charles McClure, Landscape Architect; Mr. McClure discussed the Southlawn Expansion options and presented his landscaping proposal which would include a tree plan.

ITEMS FOR ACTION/OLD BUSINESS

- (a) The Board discussed Music Policy and Procedures- All services will be limited to one hour, and music will be limited to 20 minutes with a \$300 deposit subject to management approval.
- (b) The Board discussed the Enos project schedule.
- (c) The Board discussed and updated the Trustee Compliance Schedule.
- (d) The Board discussed and reviewed the updated 5-year plan presented by Chairman Diaz.
- (e) The Board discussed, reviewed and approved of the Decorum policy. Motion by Tunnell, second by Evans. Ayes: Diaz, Lucas, Tunnell, Evans and Engel. Motion carried.
- (f) The Board discussed the updated information regarding the Abandoned Lots Petition by Karen O'Neil of Kirk & Simas, which will be filed by the end of November.
- (g) The Board discussed and approved of the lease addendum reducing the lease term to April 1st. Motion by Lucas, second by Evans. Ayes: Tunnell, Lucas, Evans, Engel, and Diaz. Motion carried. Engel recommended placing a sign on the property regarding its availability.
- (h) The Board discussed, reviewed and approved the road maintenance project in concept based on the Bethel Engineering Maintenance Survey. Motion by Lucas, second by Evans. Ayes: Tunnell, Lucas, Evans, Engel, and Diaz. Motion carried.

ITEMS FOR ACTION NEW BUSINESS

(a) The Board discussed the Bank of New York bond balance and unanimously approved to exercise its option to prepay all of the outstanding principal bonds effective as soon possible. Motion by Engel, second by Evans. Ayes: Tunnell, Lucas, Evans, Engel, and Diaz. Motion carried.

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

8. MANAGER'S REPORT:

BURIAL INFORMATION FOR October 2017

NUMBER OF CREMATIONS: 11

FULL BURIALS: 22

INFANT: 1

34 Total

Southlawn Statistics: Burials: 983
Pre need: 795
Available: 1828

The Manager reported that contracting with J.D. Humann continues to run smoothly. Gopher catching continues to be successful. The Parkway has been de-thatched and made a difference in the thickness of the grass.

9. TRUSTEE REPORTS:

- a) Chairperson Diaz- discussed a Centennial Celebration of the District which started in 1917
- b) Co-Chair Evans- None
- c) Trustee Lucas- Discussed the service of the pump.
- d) Trustee Tunnell- Discussed the union contract which will be discussed in December.
- e) Trustee Engel- None

The meeting was adjourned at 11:00 AM.

Next regular meeting will be Monday, December 11, 2017.