

SANTA MARIA CEMETERY DISTRICT

AGENDA

BOARD OF TRUSTEES MEETING

This meeting will take place at Santa Maria Cemetery (new office)
1651 S. College Dr. Santa Maria, CA 93454

November 10th, 2025 @ 9:00 a.m.

BOARD MEMBERS

Bob Engel, Chairperson
Mark Evans, Trustee

Lee Diaz, Vice-Chair
Carmen Garcia, Trustee

John Tunnell, Trustee

ALL ITEMS APPEARING ON THE AGENDA ARE SUBJECT TO BOARD ACTION

1. Call to Order

2. Roll Call of the Board

3. Meeting Minutes

- Review and Recommend Approval of Minutes of meetings from October 20th, 2025

4. Public Comment

Any member of the public may address the Board on any item of interest within the Board's jurisdiction. Such public comments are limited to 3 minutes per person. The Board will listen to all communications; however, in compliance with the Brown Act, the Board Cannot act on items not on the agenda. Public comments regarding agenda items should be given at the time the item is addressed.

OPEN SESSION

5. Items for Action / Old & New Business

- a) Construction planning and future maintenance shop
- b) Dia de los Muertos Recap
- c) Security Patrol Recap
- d) RMDP (Risk Management Accreditation Program) 2025/2026 thru GSRMA
- e) Bejo Seed contract completed
- f) Staff appreciation December – approval request
- g) Calendar & Updates
 - a. Ethics Training AB1234, 11/12/25 9am-11am virtual (or at CAPC Conference 3/20/26)
 - b. Anti-Harassment Training SB 1343, 12/10/25 9am-11am (note, same day as board meeting)
 - c. Audit SMCD November 12th & 13th
 - d. Veterans Day History Walk November 15th 10:30 am with Kathy D'Avis
 - e. Ribbon Cutting Event, Tuesday November 18th (review)
 - f. CAPC Annual Conference - Anaheim March 19th – 21st, 2026

Continued from #5:

- h) Project List (reference)
- i) October Services Report – District Manager Brendan Hannegan
 - 37 Services: 23 Casket, 14 Cremation
 - 10 Casket At need, 18 Casket Pre-need
 - 3 Cremation At Need, 0 Pre-need

- 6. Financial Report / Carrie Troup, CPA
 - a) Report readout

CLOSED SESSION

- 8. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Pursuant to Government Code Section 54957, Public Employee: District Manager

RECONVENE TO OPEN SESSION

- a) District Manager Compensation review –Unrepresented Employee: District Manager

- 9. Trustee Reports
 - a) Trustee Garcia
 - b) Trustee Evans
 - c) Trustee Tunnell
 - d) Vice-Chair Diaz
 - e) Chairperson Engel

- 10. Adjournment

Next Meeting

Monday December 8th, 2025 (review date)

Consistent with the American with Disabilities Act and California Government Code §54954.2 requests for disability related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires the modification or accommodation in order to participate at the referenced public meeting by contacting the District General Manager at (805) 925-4595.

Any public records which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at the district's office located at 1501 South College Drive Santa Maria CA.