

Santa Maria Cemetery District
Board Minutes
Location of Meeting:
1651 S. College Dr.
Santa Maria, Ca 93455

Meeting Date: February 9th, 2026

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

TRUSTEES PRESENT: Vice Chairman, Lee Diaz; Trustee, Carmen Garcia; Trustee, John Tunnell; Trustee Mark Evans

Absent: Chairman, Bob Engel

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA., Branden Heavener of Bethel Engineering, Tom Martinez of Tom Martinez & Assoc.

The Board approved of minutes of the January 12th 2026, board meeting. Motion by Evans, second by Tunnell. Ayes: Diaz, Garcia, Tunnell, Evans. Absent for vote, Engel. Motion carried.

The Board approved of minutes of the January 29th, 2026, Special Meeting. Motion by Evans, second by Tunnell. Ayes: Diaz, Garcia, Tunnell, Evans. Absent for vote, Engel. Motion carried

There were no public comments.

ITEMS FOR ACTION / NEW or OLD BUSINESS

- a) Branden Heavener of Bethel Engineering, reported on the maintenance shop. Diana Alcala of Kirk & Simas sent a letter to the City of Sanat Maria. The Board is proceeding with the engineering on the maintenance building. The Board discussed a possible service center for old office.
- b) Security Patrol Recap.
- c) Calendar Items:
 - a. Reminder -700 Forms are due 4/1/2026
 - b. CAPC Annual Conference – Anaheim March 19th – 21st, 2026
- e) Services Report – January Burial Information- District Manager Hannegan
 - 51 Services: 27 Casket, 24 Cremation
 - 14 Casket At need, 10 Casket Pre-need
 - 4 Cremation at Need, 0 Pre-Need

FINANCIAL REPORT: Carrie Troup, C.P.A.

Carrie Troup reported on the financial status.

TRUSTEE REPORTS:

- a) Trustee Garcia- Reported on a service she attended and requested more service signage.
- b) Trustee Evans- None
- c) Trustee Tunnell- None
- d) Vice Chairman Diaz- Inquired about the side lot.
- e) Chairman Engel – Absent

The next regular Board meeting is scheduled for Monday March 16th, 2026.

ADJOURNMENT: The meeting was adjourned at 10:52 AM.