

Santa Maria Cemetery District
Board Minutes
Location of Meeting:
Santa Barbara County Public Administration Office
511 E. Lakeside Parkway, Santa Maria CA 93455

Meeting Date: May 13, 2024

CALL TO ORDER: The regular meeting was called to order by Chairman Engel at 9:15 A.M.

TRUSTEES PRESENT: Chairman, Bob Engel; Vice Chairman, Lee Diaz (Arrival at 9:19 AM); Trustee, Mark Evans; Trustee, John Tunnell. Absent; Secretary, Carmen Garcia.

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA; Diana Alcala, Kirk and Simas; Brandon Heavener, Bethel Engineering.

The Board reviewed and approved the minutes of the April 8th, 2024, Board Meeting. Motion by Tunnell, second by Evans. Ayes: Evans, Tunnell, Engel, Absent for vote Diaz and Garcia. Motion carried.

PUBLIC COMMENT: There was no public comment.

The Board recessed to closed session at 9:16 AM.

CONFERENCE WITH LEGAL COUNSEL (review)-ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (2 cases)

CONFERENCE WITH LABOR NEGOTIATORS: Closed Session pursuant to Government Code section 54957.6. Conference with negotiators Chair Bob Engle, Vice Chair Lee Diaz regarding labor contract with General Employee Unit represented by SEIU Local 620.

The Board adjourned the closed session and reconvened to open session at 9:48 AM.
Report from closed session: No Action Taken

ITEMS FOR ACTION / NEW or OLD BUSINESS

- a) Brandon Heavener of Bethel Engineering reported on the future office and shop progress. There were two timely bidders received. The Board approved to reject all bids due to non-responsive and non qualified bids. Motion by Tunnell, second by Evans. Ayes: Evans, Tunnell, Engel, Diaz. Absent for vote Garcia. Motion carried. The Board will review the valve engineering options and will schedule a workshop for further review.
- b) Patti Baldiviez, interior designer, reported on options for the new office design.

- c) District Manager Hannegan reported on the pricing, patrol options, timing and days for security patrol. The Board approved to hire Master Security. Not to exceed \$1,000 per month. Motion by Tunnell, second by Evans. Ayes: Evans, Tunnell, Engel, Diaz. Absent for vote Garcia. Motion carried.
- d) The Board discussed repaving/repairs of cemetery roads and future maintenance.
- e) District Manager Hannegan reported on the quarterly cleanup which took place the week of May 6th. The cleanup went smoothly. He presented a log with family contacts.
- f) District Manager Hannegan gave a project item review.

Services Report – Recap of the April Burial Information- District Manager Hannegan reported on the following:

41 Services: 27 Casket, 13 Cremation, 1 Infant
15 Casket At need, 21 Casket Pre-need,
4 Cremation at Need, 0 Pre-Need,
1 Niche At-Need

FINANCIAL REPORT: Carrie Troup, C.P.A. presented the financial report and discussed the draft 24/25 Budget worksheet. The board will discuss again during the next regular Board meeting.

TRUSTEE REPORTS:

- a) Chairman Engel- None.
- b) Vice Chairman Diaz- None
- c) Trustee Evans- None
- d) Trustee Tunnell- None
- e) Trustee Garcia- Absent

The next regular Board meeting is scheduled for June 10th, 2024.

ADJOURNMENT: The meeting was adjourned at 12:45 PM