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

Meeting Date: July 13th, 2026
CALL TO ORDER: The regular meeting was called to order by Vice Chairmen Lee Diaz at 9:00 A.M.

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

ABSENT: None

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA

The Board approved of minutes of June 15th, 2026, board meeting. Motion by Tunnell, second by Evans. Ayes: Diaz, Garcia, Evans, Tunnell. Motion carried.

There were no public comments.

ITEMS FOR ACTION / NEW or OLD BUSINESS

a) Construction for future maintenance shop.
a. District Manager Hannegan reported that Diana Alcala of Kirk & Simas, Brandon Heavener of Bethel Engineering are working on the project. District Manager Hannegan reported will contact County Counsel and Supervisor Nelson. **b.** District Manager Hannegan is working on plaque for the office for board service recognition.

b) Review follow up items

c) District manager Hennegan reported on the monthly security patrol recap.

d) Brendan Hannegan presented the updated Investment Policy (Appendix A) which the Board approved. Motion by Evans, second by Tunnell. Ayes: Diaz, Garcia, Evans, Tunnell. Noes, none. Motion carried.

e) The Board discussed and approved the 2026 – 2027 Budget. Motion by Evans, second by Tunnell. Ayes: Diaz, Garcia, Tunnel, Evans. Motion carried.

f) The Engagement Letter for the upcoming audits by Moss, Levy and Hartzheim LLP was approved. Motion by Evans, second by Tunnell. Ayes: Diaz, Garcia, Tunnel, Evans. Motion carried.

g) Brendan Hannegan Discussed CAPC Board Member nomination 2027

h) Discussed open Trustee position and reviewed current roles and possible changes.

i) Services Report – June Burial Information- District Manager Hannegan

45 Services: 25 Casket, 18 Cremation, 2 Infant
12 Casket At need, 18 Casket Pre-need
4 Cremation at Need, 2 Pre-Need, 3 Pre-Need Niche wall

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

Carrie Troup reported on the financial status. The Board discussed and approved the 2026/27 Budget. Motion by Evans, second by Tunnell. Ayes: Diaz, Garcia, Evans, Tunnell. Motion carried

TRUSTEE REPORTS:

a) Trustee Garcia- Discussed mass mailings and inquired about a new proposed signal light.
b) Trustee Evans- Reported on the recent Pioneer Picnic and expressed appreciation and pride in the continuing stewardship pf the cemetery.
c) Trustee Tunnell- None
d) Vice Chairman Diaz- None

The next regular Board meeting. TBA
ADJOURNMENT: The meeting was adjourned at 11:25 A.M.