

CARPINTERIA PUBLIC CEMETERY DISTRICT OF THE  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

**MINUTES**

SPECIAL BOARD MEETING OF June 17, 2019

The meeting was called to order at 4:00 P.M. by Board President Graham at the District Board Room, 1501 Cravens Lane, Carpinteria, CA.

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TRUSTEES PRESENT: Randy Graham, Gerardo Cornejo  
Frederick Lemere, David Seehof, Neal Bartlett

OTHERS PRESENT: Mike Damron, Manager/Clerk

**MINUTES FROM REGULAR & SPECIAL MEETINGS HELD APRIL 1, 2019 & MAY 21, 2019**

A motion to approve the minutes from the Regular Meeting held April 1, 2019 and Special Meeting held May 21, 2019 was made by Trustee Bartlett and seconded by Trustee Seehof. Motion passed 5-0. Unanimous

**PUBLIC FORUM**

No public was present.

**2018-19 REVISED BUDGET**

General Manager presented revisions to the current year budget. He reported that income for the year increased substantially due to the fact that funeral services had increased for the second straight year. He recommended adjusting income to \$465,000.00. The budget would balance income and expenses at \$465,000.00 for the current fiscal year 2018-19. A motion was made by Trustee Cornejo and seconded by Trustee Bartlett to approve the changes to the budget. Motion carried unanimously 5-0.

**2018-19 PROPOSED BUDGET**

As part of the budget process the board convened into close session, Personnel Matters, Employee COLA (Per Gov. code 54957)

The board came out of closed session and had the General Manager returned to the room. A motion was made by Trustee Seehof to approve the proposed 2019-20 budget as submitted showing a balanced budget of \$370,000.00 for both income and expenses. The motion included a cost of living adjustment for both district employees of 3.9% using the Los Angeles-Orange County CPI for 2018. Trustee Bartlett seconded and the vote was 5-0 in favor. Unanimous.

**SOUTH FIELD GRADING**

The General Manager informed the board of the 3 bids he received for the finish grading of the south field. After some discussion, a motion was made by Trustee Lemere with a second by Trustee Seehof to award the bid submitted by Mac Brown Excavating with a not to exceed amount of \$15,000.00. Motion carried unanimous 5-0.

## **DUMP BED REPLACEMENT**

The General Manager reported that the bed on the district's 2008 Ford F250 had worn out due to 11 years of use. The truck itself has only 17k miles and many good years left, but the bed is done. After some research, a vendor in Santa Maria was contacted and submitted a proposal to furnish and install a new bed on the truck. A motion was made by Trustee Bartlett and seconded by Trustee Seehof to award bid to RR Custom Truck Bodies of Santa Maria with a not to exceed amount of \$6000.00. Motion carried unanimous 5-0

## **GENERAL MANAGER'S REPORT**

The General Manager reported on several topics. Existing fountain has been cleaned and will be operational in the near future as a bubbling type fountain. Memorial Day service was well received and attended. He reported that the cemetery has had a very busy first 6 months with 48 funerals already completed, well above the norm.

## **FUTURE ADENDA ITEMS**

Budget/Personnel Committee will meet before end of calendar year.

## **ADJOURNMENT**

The meeting was adjourned at 5:05 pm.

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**Randy Graham , President**

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**Gerardo Cornejo, Vice President**

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**David Seehof, Trustee**

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**Frederick Lemere, Trustee**

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**vacant, Trustee**