

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

**MINUTES**

SPECIAL BOARD MEETING OF JUNE 21, 2021

The meeting was called to order at 4:00 P.M. by Board President Cornejo online using ZOOM

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

OTHERS PRESENT: Mike Damron, Manager/Clerk

**APPROVAL OF MINUTES**

Trustee Lemere made a motion to approve the minutes of the Regular Board Meeting held April 5, 2021. A second was made by Trustee Bartlett and the motion was carried 5-0.

**PUBLIC FORUM**

No public was present.

**ELIGIBILITY RIGHTS**

The General Manager gave the board a presentation on burial eligibility in a public cemetery district. The District is governed by the Health and Safety Code of the State of California. All the eligibility rights are stated in the code Chapter 5, section 9060. It was suggested by Trustee Lemere that it might be prudent to have a handout explaining these rights for any member of the public who should ask. This was an information item only, no action was taken.

**CURRENT BUDGET YEAR 2020-21 UPDATE**

The General Manager updated the board on the status to date. Revenues were considerably higher due to the increased number of funeral this year. He estimated revenues would come in at about 35% over the budget estimate and expenses about 9% over the budget estimate. This was an information item only no action was taken.

**YEAR 2021-22 PROPOSED BUDGET**

The General Manager presented the proposed budget for this upcoming fiscal year. The budget showed both income and expenses at \$400,000 each.

The Board went into closed session for 1 item  
Personnel Matter, Employee COLA (per Gov. code 54957)

**RECONVENE OPEN SESSION**

The Board came out of closed session. A motion was made by Trustee Seehof and seconded by Trustee Graham to approve a 2% COLA for both district employees effective July 1, 2021  
Motion passed unanimously 5-0

Another motion was made by Trustee Seehof to approve the proposed 2021-22 Budget as submitted by the General Manager. A second was offered by Trustee Bartlett. Motion passed 5-0.

### **MNS ENGINEERS SURVEY**

The General Manager explained it was time to have the West end of the new section surveyed and mapped for Cemetery expansion. He presented a basic proposal from MNS Engineers to do the work. MNS had previously done the last cemetery expansion in the late 90's. A motion was made by Trustee Lemere to hire MNS with the amount not to exceed \$5000. A second was made by Trustee Seehof and it carried 5-0.

### **GENERAL MANAGER REPORT**

A report was given by the Manager on cemetery operations. The worldwide Covid-19 pandemic was winding down and operations were back to normal. The cemetery completed 68 funeral services in the first 6 months of 2021. That figure was by far the most funerals in a 6 month period ever. A Dia de los Muertos event is planned for Oct 31 from 11am-2pm. Shade Farm Management will take over operations of the district owned avocado orchard on July 1, 2021.

### **PENDING RESIGNATION**

Before the meeting adjourned, Trustee Randy Graham announced he would be submitting a letter of resignation to the 1<sup>st</sup> District Supervisor effective July 1, 2021. Randy was thanked by all for his over 14 years of dedicated service to Cemetery District.

### **ADJOURNMENT**

The meeting was adjourned at 4:50 pm.

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**Gerardo Cornejo, President**

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**Neal Bartlett, Vice President**

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**David Seehof, Trustee**

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**Frederick Lemere, Trustee**

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**Randy Graham, Trustee**