



GOLETA CEMETERY DISTRICT

Minutes of a Regular Meeting held April 10, 2012

A Regular Meeting of the Board of Trustees of the Goleta Cemetery District was held at 4:00 PM, April 10, 2012, at the regular meeting place, Goleta Cemetery District Office, 44 South San Antonio Road; Santa Barbara, California.

Present: Charles McClure, Board Vice-Chairman
Claudia Chyla, Board Secretary
Rick Bower, SDA, District General Manager
Carrie Troup, CPA, District Accountant

Absent: Terry Dressler, Board Chairman

Business:

1. **Meeting called to order by Vice-Chairman McClure @ 4:00 pm. Welcome to all present.**

2. **Roll Call**

Charles McClure, Board Vice-Chairman - Present
Claudia Chyla, Board Secretary – Present

3. **Public Comment:** There was no public comment.

4. **Adoption of Agenda:** The agenda was unanimously adopted. Motion by Chyla, second by McClure. All ayes, motion carried.

5. **Correspondence / Information for Board**

There was no correspondence/information for the Board.

6. **Approve Draft Meeting Notes Regular Meeting:**

a. The Minutes of the regular meeting of March 13, 2012 were approved. Motion by Chyla, second by McClure. All ayes, motion carried.

7. **Reports - District General Manager and District Accountant:**

a. Services for March: 10 (6 Full / 4 Cremation)
YTD: 30 (16 Full/14 Cremation); 2011 YTD: 27 (17 F/ 10 C)

b. Presentation of District's Financial Statements by Carrie Troup, CPA
a. Monthly Financial Report

c. C.A.P.C. Conference

a. The General Manager reported on the C.A.P.C. annual conference he attended in San Luis Obispo.

Action Items (The Board will discuss and may take action on the following items):

8. Old Business

- a. Regarding anticipated mold remediation; repairs; remodel and upgrades to District residence/office; the General Manager presented District Counsel opinion regarding competitive bidding requirements; project designation as a Public Works project and "Prevailing Wage" requirements.

Per District Counsel's opinion; cemetery districts are not obligated, under the State Contractor's Code, to go through a formal competitive bidding process. The Health & Safety Code requires the District to have policy regarding the purchase of equipment and supplies (capital improvements do not equate equipment and supplies).

Per Counsel opinion, District contract projects in excess of \$1,000 must include payment of "Prevailing Wage". Such projects must be treated as public works projects. The Board directed the General Manager to obtain a revised bid from Giffin & Crane, including the appropriate prevailing wages.

9. New Business

- a. The Board directed the General Manager to mail Harry Fowler, P.E. a letter formally acknowledging the completion of his contract with the District as Project manager for the District's irrigation project.

10. Items for next regular meeting scheduled for May 08, 2012: None

11. Adjournment:

Meeting was adjourned at 5:00 PM.

Respectfully submitted,

Rick Bower, SDA
Clerk of the Board
Goleta Cemetery District Board of Trustees