

**ATASCADERO CEMETERY DISTRICT****BOARD OF TRUSTEES MEETING****February 21, 2024**

The Atascadero Cemetery District Board of Trustees met on Wednesday, February 21, 2024. The meeting was called to order by Board Chair Margaret Marshal at 10:07 a.m. Also, present were trustee Richard Hart, Trustee Jay DeCou and District Manager Cindy Summers. Atascadero Chief of Police Suttles and his Administrative Assistant Crystal were in attendance.

No public comment.

The Board of Trustees reviewed and approved the minutes of the January 19, 2024, regular board meeting, as presented.  
MMSC Decou/Hart All ayes

The trustees reviewed the January 2024 Bank of America statement, the deposit of \$19,276.23 to the San Luis Obispo County Treasurer's Office.

The Board Chair returned to Public Comment to allow the Chief to speak. Chief Suttles is new to the job here. There were 3 principles to the APD's mission, and the Chief is keeping that mission. Partnership, Professionalism and Personal Growth. He expects the department staff to be pro-active, respectful and constitutional. The force is 34 sworn and a total of 50. He is working on structure and additional staff positions. Special services takes care of the homeless, drug and mental health issues. The police department works with clinicians to assist with these issues. Members of the Cemetery Board and the

District Manager advised the Chief of concerns and cited a few instances of lack of response and follow up on calls for assistance. The cemetery is in city limits and asked the Chief for follow up from APD after calls. He stated that he would be bringing these concerns to his staff.

The January warrant list was reviewed.

**Correspondence:**

- A. The PCA training agendas for Visalia and Santa Cruz were reviewed. Trustees DeCou and Hart expressed interest in attending the meeting in Santa Cruz.
- B. The letter from the City of Atascadero regarding the bond restructure was discussed and the DM was requested to set a Special Meeting with representatives from the city.

**Old Business:**

- A. Completion of the interior road patching will be completed during the next few weeks. The slurry is scheduled for the last week of March. The dates of the work will be placed over the posted signs and will be in a different color to draw attention to them.
- B. Trustee and DM compliance was reviewed. All 3 trustees have requested reinstatement. Marshall has completed both training sessions and her 700 report. DM Summers will complete her training at the San Diego conference, 700 and Harassment Prevention is complete. DeCou will complete the Ethics training in San Diego, and he needs to complete the Harassment Prevention training and his 700 report. Hart completed his 700 report and needs to complete both training sessions.
- C. DM Summers has been in contact with the water pipe contractor and advised him that work needs to be done by March or the district will need to find a new

contractor. We can not go another summer season without water on the sections affected.

#### New Business

- A. The Trustees reviewed the burial report for January.  
2 Full body burials which were both tops of double depth and 2 Ash.
- B. The Trustees reviewed and signed the certificates of burial.
- C. The Trustees reviewed, agreed to and signed the Resolution for the Atascadero Fire Department to allow land clearing for hazard reduction. AFD has applied for a grant to do this work.
- D. DM Summers gave her manager's report. The settlement check has been cashed. The well application will be sent to Atascadero Mutual Company and then if approved the Geologists' study will need to be done. Expansion will need to take priority over the well project. We need burial space first, but there is preliminary work that can be done. There are 2 candidates for the Cemetery representative and the ACD will support Gilbert Cabrera.
- E. The trustees reviewed and approved the warrants presented.
- F. The March meeting will be on Wednesday the 20th at 10am.

MMSC Decou/Hart All ayes To Adjourn the meeting at 12:35am

Respectfully submitted: Cindy Summers, District Manager