

ATASCADERO CEMETERY DISTRICT

BOARD OF TRUSTEES MEETING

March 19, 2025, 10 AM

DISTRICT CONFERENCE ROOM

DISTRICT MANAGER: CINDY SUMMERS

TRUSTEES: JAY DECOU, MARGARET MARSHALL AND ROBERT JONES

1. CALL ORDER 10AM
2. CINDY SUMMERS, JAY DECOU, MARGARET MARSHALL, ROBERT JONES, DAKOTA ROBINSON AND NAVID FARDANESH PRESENT
3. CINDY SUMMERS INTRODUCED DAKOTA ROBINSON, GROUNDSMAN FOR THE DISTRICT. HE HAS SHOWN INTEREST IN LEARNING MORE ABOUT ALL THE ASPECTS OF THE CEMETERY, HE IS ATTENDING CEMETERY MEETINGS AND CINDY IS MENTORING HIM IN CEMETERY ISSUES NOT RELATED TO GROUNDS.
4.
 - A. MMSC DECOU/JONES ALL AYES TO ACCEPT THE MINUTES WITH A CHANGE ON THE LAST PAGE, CHANGE FEBRUARY TO MARCH.
 - B. REVIEWED BANK OF AMERICA STATEMENT FOR FEBRUARY 2025.
 - C. REVIEWED DEPOSIT OF \$11,472.28 TO THE SLO COUNTY TREASURER'S OFFICE FOR FEBRUARY 2025. MMSC DECOU/JONES ALL AYES TO ACCEPT THE STATEMENT AND DEPOSIT AS PRESENTED.
 - D. REVIEW OF FEBRUARY WARRANTS ISSUED. MMSC ALL AYES TO ACCEPT THE REPORT AS PRESENTED
5. THIS NUMBER WAS LEFT OFF AGENDA IN ERROR
6. CORRESPONDENCE
 - A. SLO LOCAL AGENCY FORMATION COMMISSION ELECTION. DM SUMMERS INTRODUCED NAVID FARDANESH WHO IS RUNNING FOR

ELECTION. HE REACHED OUT TO THE DISTRICT AND ASKED TO ATTEND OUR MEETING. HE EXPLAINED WHY HE WAS RUNNING AND STATED HE WAS VISITING SPECIAL DISTRICTS TO ENCOURAGE THEM TO VOTE SINCE 18 OUT OF 33 DISTRICTS ARE NEEDED TO VOTE IN THE ELECTION FOR IT TO COUNT. MMSC JONES/DECOU ALL AYES TO VOTE FOR NAVID FARDANESH FOR THE TERM THROUGH 2028. MMSC JONES/DECOU ALL AYES TO VOTE FOR DEBRA SCOTT FOR THE TERM THROUGH 2026.

B. THE NOTICE OF INTEREST OR OBJECTION FROM THE COUNTY OF SLO WAS REVIEWED. MMSC JONES/DECOU ALL AYES TO RETURN AS NOT INTERESTED DUE TO THE PRICE, SIZE AND LOCATION OF THE PROPERTY.

C. ALL TRUSTEES RECEIVED THEIR COPY OF THE PCA NEWSLETTER.

7. OLD BUSINESS

B. OUT OF ORDER BY MISTAKE. THE CEMETERY DOES NOT QUALIFY FOR THE GROUP TERM LIFE INSURANCE POLICY, THEY REQUIRE 5 W2 EMPLOYEES, WE ONLY HAVE 4.

C. DM SUMMERS PRESENTED THE LOCAL BANK RESEARCH SHE HAD GATHERED. THE TRUSTEES GAVE HER DIRECTION TO CONTACT AMERICAN RIVIERA BANK TO GET MORE INFORMATION ON THEIR SERVICES AND TO LOOK INTO OPENING ACCOUNT AS SOON AS WE CAN WITH ALL 3 TRUSTEES AND THE MANAGER AS SIGNERS ON THE ACCOUNT.

A. INVESTMENT POLICY WAS DISCUSSED. DM SUMMERS HAD A MEETING WITH THE COUNTY REGARDING THE PROCEDURES FOR GETTING CHECKS AND REPORTING AND RECORD KEEPING. THE TRUSTEES DISCUSSED THE NEED FOR A PRENEED ACCOUNT. THE DISTRICT IS COMMITTED TO PAYING FOR PRENEED BURIALS FROM THE GENERAL FUND AND TO ENSURE FUNDS ARE AVAILABLE IN THE FUTURE PRENEEDS SHOULD BE DEPOSITED TO A SEPARATE ACCOUNT AND SHOULD BE INCLUDED IN THE INVESTMENTS. MMSC JONES/DECOU ALL AYES TO APPROVE THE INVESTMENT POLICY WITH THE ADDITION OF A PRENEED FUND.

D. THE ROAD OUT AND DOWN TO THE EXPANSION AREA IS EXPECTED TO BE ABOUT 770' LONG. \$200,000 WILL BE THE BUDGET NUMBER USED FOR THE ROAD. DAKOTA ROBINSON STATED THAT PURCHASING A WOODCHIPPER AND RENTING A BULLDOZER AND OTHER EQUIPMENT WOULD BE HELPFUL WITH THE CLEARING AND DIRT WORK NEEDED IN THE EXPANSION AREA.

8. NEW BUSINESS

A. THE ANNUAL BURIAL REPORT WAS REVIEWED.

B. THERE WERE 6 CREMATION BURIALS IN FEBRUARY.

C. THE TRUSTEES REVIEWED THE COUNTY FINANCIAL REPORTS.

D. THE MANAGERS REPORT WAS REVIEWED. DM SUMMERS WENT OVER HER "TO DO" LIST WITH ITEMS FROM THE CAPC CONFERENCE. HER TEAM CAME IN 2ND PLACE AT THE GOLF TOURNAMENT THAT WAS PLAYED IN RAIN AND HAIL. SIGNING UP ON A CELL TOWER PROPERTY LIST WILL BE ON THE NEXT AGENDA. WE WILL BE TRYING OUT A NEW GRASS SEED THAT REQUIRES FAR LESS WATER AND MOWING. WE HAVE A CAPITAL IMPROVEMENT PLAN AND A SUCCESSION PLAN, WE WILL NEXT WORK ON A STRATIGIC PLAN THAT IDENTIFIES THE USE OF OUR RESERVE ACCOUNTS. WE WILL REVIEW THE BYLAWS TO BE SURE GOV. CODE 1770 (G) IS INCLUDED REGARDING MISSED MEETING BY A TRUSTEE AND WE WILL REFER TO THE RULES OF ORDER USED.

E. THE WARRANTS WERE REVIEWED AND SIGNED.

F. THE NEXT MEETING WAS SET FOR APRIL 30 AT 10AM, IT WAS SCHEDULED LATER IN THE MONTH TO GIVE THE DM ENOUGH TIME TO GET THE AGENDA PACKET PREPARED AFTER HER VACATION OUT OF STATE.

MMSC DECOU/JONES ALL AYES TO ADJUOURN THE MEETING AT 11:16AM