

ATASCADERO CEMETERY DISTRICT
BOARD OF TRUSTEES MEETING
APRIL 26, 2023

THE ATASCADERO CEMETERY DISTRICT BOARD OF TRUSTEES MET ON WEDNESDAY, APRIL 26, 2023. THE MEETING WAS CALLED TO ORDER BY TRUSTEE MARGARET A. MARSHALL AT 10:08 A.M. TRUSTEES PRESENT WERE TRUSTEE MARGARET MARSHALL, RICHARD M. HART AND JERRY DECOU IV. CINDY SUMMERS DISTRICT MANAGER WAS PRESENT, THERE WERE NO MEMBERS OF THE PUBLIC IN ATTENDANCE.

THE BOARD OF TRUSTEES REVIEWED AND APPROVED THE MINUTES OF THE MARCH 15, 2023, REGULAR BOARD MEETING, AS PRESENTED. MMSC DECOU/MARSHALL ALL AYES

THE TRUSTEES REVIEWED THE MARCH 2023 BANK OF AMERICA STATEMENT AND THE DEPOSIT OF \$10,261.28 TO THE SAN LUIS OBISPO COUNTY TREASURER'S OFFICE.

CORRESPONDENCE:

- A. THE PCA & CAPC NEWSLETTERS WERE DISTRIBUTED TO THE TRUSTEES.**
- B. AFTER THE TRUSTEES DISCUSSED THE ATASCADERO MUTUAL WATER COMPANY ELECTION OF DIRECTORS, THE TRUSTEES SELECTED THE OPTION FOR ALL NOMINEES LISTED ON THE BALLOT. MMSC MARSHALL/DECOU 2 AYES 1 NAY**

OLD BUSINESS:

- A. THE TRUSTEES SIGNED A LETTER TO THE BANK OF AMERICA REQUESTING THE REMOVAL OF RETIREE CABRERA AND THE ADDITION OF DM SUMMERS TO AUTHORIZE BORROWING ON BEHALF OF THE DISTRICT. PER B OF A THIS IS THE FINAL PROCESS TO UPDATE THE CREDIT CARD.**

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OLD BUSINESS CONT.

TRUSTEE HART REQUESTED TO REVISIT THE QUOTE FOR THE FURNACE REPAIR TO VERIFY THAT THE DISTRICT HAD SAVED MONEY BY REQUESTING A QUOTE FROM ANOTHER COMPANY.

NEW BUSINESS

- A. THE BOARD REVIEWED THE BURIAL REPORT FROM THE PLOT BOX SYSTEM. THIS REPORT WILL BE GENERATED EACH MONTH AND WILL BE INCLUDED IN THE BOARD PACKETS.**
- B. DM SUMMERS PRESENTED PRELIMINARY BUDGET CONSIDERATIONS AND ASKED FOR TRUSTEE INPUT. A STAFF SALARY INCREASE IS EXPECTED. DIRECTION WAS GIVEN TO SUMMERS TO GET MORE INFORMATION REGARDING THE PERCENTAGE THAT WOULD BE APPROPRIATE. THE HIRING OF A FULL-TIME APPRENTICE TO THE GROUNDS CREW IS ANTICIPATED. A SUCCESSION PLAN WAS DISCUSSED BRIEFLY. FEE INCREASES WILL BE INCLUDED. DUE TO THE NUMBER OF BURIAL SITES AVAILABLE PRE-NEED SALES WILL BE LIMITED TO COMPANION BURIALS AT-NEED AND NICHEs. PROJECTS AND PURCHASES FOR THE CAPITOL BUDGET INCLUDE A NEW VEHICLE WITH A TRADE IN OF THE 2014 PICK-UP, ROAD WORK, A/C-HEATER REPAIR, AND A NEW COMPUTER. PLANNING FOR EXPANSION WILL BE A PRIORITY AND WILL BE PLACED ON THE AGENDA SOON. UTILITIES ARE EXPECTED TO**

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INCREASE, INCLUDING A 25% INCREASE TO WATER ALONE. FUEL AND SERVICE COSTS ARE ALL EXPECTED TO INCREASE. RUNNING BOARDS FOR THE WORK TRUCK WILL BE PURCHASED FOR SAFETY DUE TO THE HEIGHT OF THE CAB.

C. MANAGER'S REPORT

A CONTRACTOR WILL BE HIRED TO WORK ON SOME IRRIGATION ISSUES. THERE WAS A BENCH STOLEN AND A WITNESS WAS ABLE TO GET A PICTURE THAT HELPED ATASCADERO POLICE DEPARTMENT RECOVER THE BENCH AND OTHER STOLEN PROPERTY LOCATED AT THE SUSPECT'S RESIDENCE. A BUSH AT THE TOP OF THE DRIVEWAY WAS CUT IN HALF. THIS INCIDENT WAS REPORTED TO THE APD. AN ELECTRONIC GATE AT THE BOTTOM OF THE DRIVEWAY JUST OFF THE 41 WAS DISCUSSED TO REDUCE VANDALISM ISSUES. SOMEONE HAS BEEN LEAVING FLOWERS AROUND THE CEMETERY. THE FLOWERS HAVE BEEN TAKEN OUT OF THEIR POTS AND WE ARE PLANTING THEM AS WE FIND THEM. WE RECEIVED ABATEMENT NOTICES FROM THE ATASCADERO FIRE DEPARTMENT. PROCEDURES FOR MEMORIAL DAY FLAGS WERE DISCUSSED.

THE NEXT BOARD MEETING & 2023/2024 BUDGET REVIEW IS SCHEDULED FOR FRIDAY MAY 19TH AT 1 PM.

THE MEETING WAS ADJOURNED AT 11:45AM.

RESPECTFULLY SUBMITTED: CINDY SUMMERS, DISTRICT MANAGER