

ATASCADERO CEMETERY DISTRICT
BOARD OF TRUSTEES MEETING
AUGUST 23, 2023

THE ATASCADERO CEMETERY DISTRICT BOARD OF TRUSTEES MET ON WEDNESDAY, AUGUST 23, 2023. THE MEETING WAS CALLED TO ORDER BY TRUSTEE MARGARET A. MARSHALL AT 10:10 A.M. 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 JULY 19, 2023, REGULAR BOARD MEETING, AS PRESENTED. **MMSC DECOU/HART ALL AYES**

THE TRUSTEES REVIEWED THE JULY 2023 BANK OF AMERICA STATEMENT, THE DEPOSIT OF \$8,416.90 TO THE SAN LUIS OBISPO COUNTY TREASURER'S OFFICE AND THE JULY WARRANT LIST.

CORRESPONDENCE:

- A. **ACD** RECEIVED AN EMAIL FROM **CAPC**, 1 OF THE 2 PHOTOS SENT IN FOR THE 2024 CALENDAR WAS CHOSEN AND CALENDARS HAVE BEEN PURCHASED.
- B. A CLASS ACTION SUIT HAS BEEN FILED AGAINST **CALPERS** REGARDING THE PROCESS USED FOR A LATE ENTRANT THAT TOOK A DISABILITY RETIREMENT (NOT AN **ACD** EMPLOYEE), THE PAPERWORK WAS REVIEWED BY COUNTY COUNSEL AND THERE IS NO ACTION REQUIRED BY **ACD**.
- C. **DM SUMMERS** HAS CLAIMED THE **ACD** **YELP** PAGE AND RESPONDED TO ALL COMMENTS AND TAKEN THE APPROPRIATE ACTIONS

- D. THIS NOTICE WAS RECEIVED AFTER POSTING THE AGENDA.**
 THE ATASCADERO CITY COUNCIL WILL BE REVIEWING THEIR
 GENERAL PLAN UPDATE AT THEIR MEETING SCHEDULED FOR
 8-30, DM SUMMERS TO REVIEW THE PACKET AND
 RESPOND ACCORDINGLY.

OLD BUSINESS:

- A. THE TREE OVER THE BROKEN WATER PIPE WAS REMOVED, A DEAD TREE IN THE OLD SECTION OF THE CEMETERY WAS REMOVED AND THE TREE THAT FELL DURING THE WINTER RAINS AND BLOCKED THE ACCESS ROAD TO THE BOWL WAS REMOVED. \$6,300. THE BUDGET WILL BE MONITORED FOR MORE TREE WORK AND MORE EXTENSIVE TREE WORK WILL BE BUDGETED FOR NEXT YEAR.**
- B. REGISTRATION AND RESERVATIONS HAVE BEEN MADE FOR THE CAPC & GSRMA MEETINGS AND PACKETS HAVE BEEN DISTRIBUTED.**
- C. THE RFP FOR THE ROAD PROJECT WAS APPROVED BY CCMI AND WILL BE POSTED THIS AFTERNOON AND MAILED TO THE DIR REGISTERED CONTRACTORS IN THE LOCAL AREA. (8-23-23)**
- D. THE TREE WAS REMOVED FROM OVER THE PIPE, THE STAFF HAS DUG DOWN TO A CRACKED AREA OF THE PIPE. WE ARE WAITING ON THE IRRIGATION SPECIALIST TO CHANGE OUT THAT AREA OF THE PIPE.**

NEW BUSINESS

- A. THE TRUSTEES REVIEWED THE BURIAL REPORT FOR JULY. 1 ASH AND 2 FULL BODY BURIALS. CURRENTLY THERE ARE 6 BURIALS PENDING (5 ASH AND 1 FULL BODY)**
- B. THE TRUSTEES REVIEWED AND SIGNED 1 CERTIFICATE OF BURIAL. DM SUMMERS NOTED THERE WILL BE LESS CERTIFICATES GOING FORWARD SINCE PRE-NEEDS ARE ONLY BEING DONE FOR CREMATIONS AND SIDE BY SIDES AT THE TIME OF NEED.**

- C. DM SUMERS HAS BEEN IN CONTACT WITH MISSION LINEN DUE TO BADLY WORN UNIFORMS NOT BEING UPDATED, OUTDATED MEDICINE IN THE CABINET AND NO AIR FRESHENERS. THE DM IS WORKING THROUGH THE REQUIRED STEPS TO REMEDY THE SITUATION BASED ON THE TERMS OF THE CONTRACT. THE CONTRACT CAN BE TERMINATED IN 2026.
- D. DM SUMMERS' REPORT INCLUDED AN EXPLANATION OF THE AMOUNT OF THE BUDGET IN COMPARISON TO LAST YEAR AND AT THIS TIME WE ARE ON TARGET. THE AWP WITH THE SLO Co SHERIFF'S DEPT. WILL BE UPDATED. THE SHERIFF REASSIGNED ONE OF THE WORKERS IN AUGUST. THERE ARE ONLY 2 WORKING CURRENTLY. THERE WAS A FAWN THAT APPEARED TO BE SHOT AND KILLED, THE INCIDENT WAS REPORTED TO APD AND THE FISH AND GAME. THE PCA MEETING WENT WELL, ONE OF THE THINGS THAT WAS DISCUSSED WAS THE NEED TO NAME A VICE CHAIR. IN PROCESSING THE RISK MANAGEMENT ACCREDITATION PAPERWORK FOR GSRMA THERE IS A REQUEST FOR THE BYLAWS. THE BYLAWS WILL BE BROUGHT TO THE BOARD AT THE NEXT MEETING FOR REVIEW AND DISCUSSION. DM SUMMERS IS WORKING ON THE JOB ANNOUNCEMENT FOR THE HIRING OF A FULL-TIME LABORER AND THE NEED FOR ADDING A PART TIME LABORER WAS DISCUSSED. DM SUMMERS WILL BE TAKING TIME OFF AFTER CHRISTMAS AND THROUGH THE FIRST PART OF JANUARY TO TRAVEL TO FLORIDA TO SEE HER NEW GRANDCHILD.
- E. THE TRUSTEES REVIEWED AND SIGNED THE WARRANTS.
- F. THE NEXT REGULAR MEETING WAS SET FOR THURSDAY SEPTEMBER 21 AT 10AM DUE TO SCHEDULING CONFLICTS ON WEDNESDAY.
- MEETING ADJOURNED AT 11:10AM MMSC DeCOU/HART ALL AYES.

RESPECTFULLY SUBMITTED: CINDY SUMMERS, DISTRICT MANAGER

