

**MINUTES OF THE
CITY OF CARLSBAD
CEMETERY ADVISORY BOARD
REGULAR MEETING
MUNICIPAL ANNEX CONFERENCE ROOM
114 S. HALAGUENO
THURSDAY, JULY 15, 2021**

1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF A QUORUM.

Voting Members Present:	Dick Vandyke Suzanne Carlsen Deanna Taylor	Chairman Member Member
Voting Members Absent:	Desiree Kicker	Member
Ex-Officio Members Present:	-	
Ex-Officio Members Absent:	John Lowe Dale Janway Pat Cass	City Administrator Mayor Director of Public Works
Others Present:	Diana Dorado Lavelta Jenkins	Cemetery Coordinator Assistant City Treasurer

2. APPROVAL OF AGENDA:

The motion was made to approve the agenda by Mrs. Taylor and seconded by Mrs. Carlsen Voting Yes - Vandyke, Carlsen, Taylor. Voting No – None. Absent – Kicker. The motion passed.

3. APPROVAL OF MINUTES FOR REGULAR MEETING JANUARY 16, 2020:

The motion was made by Mrs. Carlsen and seconded by Mrs. Taylor to approve the Minutes for the January 16, 2020 meeting. Voting Yes - Vandyke, Carlsen, Taylor. Voting No – None. Absent – Kicker. The motion passed.

4. CEMETERY FINANCIAL REPORTS

Lavelta Jenkins the Assistant City Treasurer discussed the Cemetery’s financial reports. The reports that she discussed were only through June, 2021 because no current financials were available. She said the current budget report will be available for the next meeting.

5. MONTHLY CEMETERY REPORTS

Mr. Vandyke and the Cemetery Board discussed the monthly reports. Mr. Garza referring to the complaints listed on the monthly reports asked if the Cemetery Board could revisit the subject of whose responsibility it is to raise sinking monuments. He feels that the monument company that actually set the stone should be responsible for raising it. He said that a majority of the complaints that come in from the public are people requesting that their loved one’s sinking monument to be raised. Mr. Garza said that he does not have the

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proper tools to move the monument which is required in order to be able fill in the area with dirt and raise the monument. Mr. Garza said he is afraid that one day they are going to cause damage to a monument because they do not have the proper tools to move it. Mr. Vandyke stated that he would look into the matter and let Mr. Garza know how to proceed when those particular complaints come in.

6. CEMETERY COORDINATOR'S REPORT

Diana discussed the progress of the new cemetery software.

7. CEMETERY MAINTENANCE REPORT

Mr. Garza said that they are weed eating, mowing and doing trash pick-up every day and he is watering 4 days a week. Mr. Garza said that he is struggling with the code enforcement issues in the new section. He said it is so out of control with the public not abiding by the cemetery rules. They are placing so many items that are against the rules and therefore interfering with the grounds keeping. Mr. Vandyke brought up the issue about how he has seen so many regular-sized flags being placed on various gravesides and they are so big that they are touching the ground. He asked if placing the regular-sized flags on gravesites was against the rules. Diana said anything that impedes the grounds keeping and is not attached to the headstone can be removed. Mr. Garza said the flags are definitely impeding the grounds keeping. He said they have to stop and move the flag so that they can do the weed eating around the monuments. Mr. Vandyke asked Mr. Garza if he was going to remove the flags. Mr. Garza agreed to remove the flags and he will store them inside the Cemetery house giving the public an opportunity to come and claim the flags.

8. ADJOURNMENT:

Meeting was adjourned at 5:05 p.m.

Chairman

10-21-2021
Date