

**MINUTES OF THE
CITY OF CARLSBAD
CEMETERY ADVISORY COMMITTEE
REGULAR MEETING
MUNICIPAL ANNEX CONFERENCE ROOM
114 S. HALAGUENO
THURSDAY, OCTOBER 20, 2022**

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

Voting Members Present:	Alan Wood Desiree Kicker Jason Shirley Sam Plumlee	Chairman Member Member Member
Voting Members Absent:	Suzanne Carlsen	Vice-Chairman
Ex-Officio Members Present:	KC Cass	Deputy City Administrator
Ex-Officio Members Absent:	John Lowe Dale Janway	City Administrator Mayor
Others Present:	Diana Dorado Pat Cass Orlando Garza	Cemetery Coordinator Director of Public Works Cemetery Groundskeeper

2. NOMINATE COMMITTEE CHAIRPERSON AND VICE CHAIRPERSON:

The motion was made to nominate Alan Wood as Cemetery Committee Chairman and Suzanne Carlsen Vice-Chairman by Mrs. Kicker and seconded by Mr. Shirley. Mr. Wood accepted the nomination. Voting Yes - Shirley, Kicker, Plumlee, Wood. Voting No – None. Absent – Carlsen. The motion passed.

3. APPROVAL OF AGENDA:

The motion was made to approve the Agenda by Mr. Shirley and seconded by Kicker Voting Yes - Plumlee, Kicker, Shirley, Wood. Voting No – None. Absent – Carlsen. The motion passed.

**4. APPROVAL OF MINUTES FOR REGULAR MEETING OF CEMETERY BOARD
JULY 21, 2022:**

The motion was made by Mrs. Kicker and seconded by Plumlee to approve the Minutes for the July 21, 2022 meeting. Voting Yes - Plumlee, Kicker, Shirley, Wood. Voting No – None. Absent – Carlsen. The motion passed.

5. APPROVAL OF MEETING FREQUENCY—QUARTERLY MEETINGS

Mr. KC Cass stated that it was whatever worked best for the Committee. He said that quarterly meetings seem to have a better time commitment. The motion was made by Mrs. Kicker and seconded by Mr. Shirley to approve to continue to have quarterly meetings. Voting Yes - Wood, Kicker, Shirley, Plumlee. Voting No - None. Absent - Carlsen. The motion passed.

6. DISCUSSION AND VOTE ON TIME AND PLACE OF MEETINGS

Everyone agreed that having the Committee Meetings at 4:00pm at the Municipal Annex Conference Room seemed to work best for everyone. The motion was made to approve the time and place of the Committee Meetings by Mr. Shirley and seconded by Mrs. Kicker Voting Yes - Plumlee, Kicker, Shirley, Wood. Voting No - None. Absent - Carlsen. The motion passed.

7. APPROVAL OF RULES AND REGULATIONS FOR CARLSBAD VETERAN'S MEMORIAL CEMETERY

Mr. Wood suggested going around the room and letting everyone ask any questions they might have regarding the Veteran's Memorial Cemetery. Diana asked if there would be any pre-sales as an available option for Veterans wanting to buy his or her plot as a part of their pre-planning process. Mr. KC Cass stated that there would be no pre-sales. The process of buying a plot in the Veterans' Memorial Cemetery would have to be initiated at the time of that Veterans death. Mr. Cass also stated that they intend to follow as closely as possible the same rules and regulations of a National Veterans Cemetery. So that means that they would have to consecutively use the plots therefore not being able to offer presales. Mr. Cass explained that a lot of thought and work has been put into this project with the help and input from a lot of people including Mr. Alan Wood. Mrs. Kicker suggested that even though there won't be any presales in the Veterans Memorial Cemetery maybe they can go ahead and submit all their military paperwork so that they are already pre-approved to be buried in that cemetery. However, they would have to be told that there is no guarantee of a spot for them. Mr. Wood suggested that if they do want to go ahead and submit their military paperwork they should probably submit it to either one of the funeral homes that they plan to use so that everything is ready to go at the time when their funeral occurs. Mr. Shirley asked what would happen to the cemetery plots if he were to pre-purchase cemetery plots in the Carlsbad Cemetery as a back-up plan in case they run out of room in Veterans Memorial Cemetery then he ends up getting buried in the Veterans Memorial Cemetery after all. Mr. Wood said that since the City does not buy back cemetery plots he usually helps the families sell those plots if that is their wish. Mrs. Kicker discussed that she recently had some out of town guests that wanted to go visit loved one's graves at Sunset Gardens Cemetery. She stated that her guests couldn't find all of their loved ones because some had been moved to Carlsbad Cemetery. She added that she could not give them an explanation as to why so many people had chosen to disinter their loved ones and move them to Carlsbad Cemetery. Mr. Wood explained that before the City took over Sunset Gardens the private owner at that time, Bill Crouch had run it to the ground. Mr. Wood added that Mr. Crouch had even gone to jail for some illegal actions that had occurred at the cemetery while still under his ownership. Mr. Wood stated that with everything in such disarray at Sunset Gardens at that time that caused a lot of people to choose to disinter their loved ones and move them to Carlsbad Cemetery. Mr. KC Cass went back to discussing the Veterans Memorial Cemetery. He stated that although a lot of mistakes were made in the beginning such as the size of the plots he did go back and reevaluate. He added that he should have included Orlando and Brian since the very beginning planning stages of the dimensions and the layout because the original dimensions were not going to work for safe double-depth burials. He stated that Brian and Orlando will decide where they want to start the burials in the Veterans Cemetery. He added that for safety purposes and to prevent the graves from collapsing all burials in that area will require a vault and the dimensions will now be 4 x 11 instead of 4 x 8. Mr. Wood stated that he realizes that they will need special types of vaults for that area and he was going to research which vendors carry those types of vaults. Mr. Cass stated that if the City needs to provide a storage area for those vaults then they will come up with something. Mrs. Kicker asked what the price of a burial in that area will be. Mr. Cass explained that since the City has an anti-donation clause The City cannot give it away but they did cut the cost in half for a burial in the Veterans Memorial Cemetery. Mr. Cass added that so many people have stepped up to help complete

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this project. He said that he realizes that Freedom is not free and this is going to be a very nice Cemetery for our Vets. Orlando asked Mr. Cass if Friday morning October 21, 2022 would be a good day and time to do a trial run demonstration of digging a double-depth grave with the new dimensions. Mr. Cass agreed that Friday morning would work. Mr. Shirley asked if they had an estimation on how long it would take to fill up the Veterans Memorial Cemetery. Mr. Wood said that is a very hard estimation to make mainly because not all Veterans get buried but he estimated at least 15 years before it ever fills up.

8. MONTHLY CEMETERY REPORTS

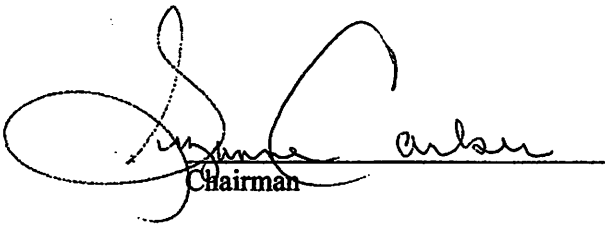
The Monthly Reports for July, August, and September were discussed. Mr. Wood stated that the current monthly burial numbers have gone way down and it seems to have gone back to normal.

9. CEMETERY MAINTENANCE REPORT:

Mr. Garza discussed his maintenance report. He stated that he and his crew have been mowing, edging, doing trash pickup daily. He said they continue to water four days a week. He added that they have rototilled and reseeded for grass in the Veterans Memorial cemetery. He said that everything else has been business as usual.

10. ADJOURNMENT:

Meeting was adjourned at 5:38 p.m.


Chairman

1-19-2023
Date