

**MINUTES OF THE  
CITY OF CARLSBAD  
CEMETERY ADVISORY COMMITTEE  
REGULAR MEETING  
MUNICIPAL ANNEX CONFERENCE ROOM  
114 S. HALAGUENO  
THURSDAY, JANUARY 19, 2023**

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

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

**2. APPROVAL OF AGENDA:**

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

**3. APPROVAL OF MINUTES FOR REGULAR MEETING OF CEMETERY COMMITTEE OCTOBER 20, 2022:**

The motion was made by Mrs. Kicker and seconded by Plumlee to approve the Minutes for the October 20, 2022 meeting. Voting Yes - Plumlee, Kicker, Carlsen. Voting No – None. Absent – Shirley, Wood. The motion passed.

**4. MONTHLY CEMETERY REPORTS**

The Monthly Reports for October, November and December of 2022 were discussed. Mrs. Carlsen asked Diana if there had been any recent complaints. Diana said there had not been any recent complaints called in to the Cemetery Office. However, Diana gave an update on a recent matter that has come up regarding an illegal monument that was set recently. She said that the customer had Sadler and Son Monument set the base for her. She then had her sons weld a metal bench together along with some sandstone rock that she had ordered from Colorado. Diana added that everything about the headstone is against the City monument

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regulations that are currently set in place. According to the regulations, the public is not allowed to set their own headstone. Also all monuments are to be made out of Bronze, Marble or granite and no metal is allowed. Diana did speak to the customer to let her know that the monument is going to have be removed and be modified to meet the City's monument regulations. The customer complained that she wasn't the only one that had metal on her cemetery plot. Diana reassured her that the City was not trying to single her out but actually trying to get in contact with everyone that is in violation of the cemetery rules. Mr. Cass said that our next step will be to set up a meeting with the City Attorney. Mr. Cass stated that he will discuss all these issues with her and put together a certified letter that will have to be sent out to everyone that is in violation of the cemetery regulations.

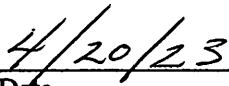
5. **CEMETERY MAINTENANCE REPORT:**

Mr. Garza discussed his maintenance report. He said other than the few water issues that have come up at Sunset Gardens Cemetery, everything else has been business as usual.

6. **ADJOURNMENT:**

Meeting was adjourned at 4:35 p.m.

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Date