

BOARD OF TRUSTEES REGULAR MEETING
NORTH COUNTY CEMETERY DISTRICT
For Monday, December 17, 2018, at **5:30** P.M.
Oak Hill Memorial Park Office
2640 Glen Ridge Road
Escondido, CA. 92027-4532

Mission Statement

“It is the mission of the North County Cemetery District to provide respectful and cost effective cemetery services that meet the cultural, economic, religious and social needs of the community”.

Agenda Items May Be Addressed In A Sequence Different Then Listed.

Materials related to an item on this Agenda submitted to the Trustees after distribution of the agenda packet are available for public inspection in the District Office at 2640 Glen Ridge Road, Escondido, during normal business hours.

AGENDA

- A. Call meeting to order: Time _____
- B. Roll call:
- | | | |
|------------------|---------------------|-------------------|
| 1) Tanis Brown | 3) Thomas S. Knight | 5) Michael D. Ott |
| 2) Sharon Disney | 4) Steven Lochridge | |
- C. Opening of Meeting
- 1) U.S. Flag Salute & Pledge of Allegiance
 - 2) Recognize visitors:
- Public input for non-agenda items. No action will be taken on non-agenda items. Speakers limited to three minutes each.
- D. Minutes:
- | | |
|---|-------------|
| Approve the minutes of the Regular Board Meeting of November 19, 2018 | Pages 1 – 2 |
| Approve the minutes of the Special Board Meeting of December 4, 2018 | Pages 3 - 4 |
- E. Approve District Orders and Certificates
- F. Review correspondence as of December 10 2018: Pages 5 - 12
- G. Review Financial Report for month of November 2018: Pages 13 - 33
- H. Review District Investment Report for month of November 2018: Pages 34 – 42
- I. Continuing business:
- | | |
|---|---------------|
| 1. Status of Community Use Facility at Oak Hill Memorial Park | Page 43 |
| 2. Status of Land Conservancy at Oak Hill Memorial Park | Page 44 |
| 3. Safety Performance Recognition Dinner Results | Page 45 |
| 4. General Manager’s Employment Agreement | Pages 46 - 50 |
- J. New Business:
- | | |
|--|---------------|
| 1. Capital Outlay Expenditure - Consider Purchase of Trash Receptacles | Pages 51 - 52 |
| 2. District Policy Manual Review | Page 53 |
| 3. Election of NCCD Board of Trustees Officers | Page 54 |

K. Closed Session – Personnel Exception: In Compliance with Government Code 54954.5(e), General Manager Performance Evaluation, the Board Meeting will move to Closed Session

L. Return to Open Session: Report-Out All Actions and Vote Taken

M. Managers Report:

1. GM's Activities:
 - County Dept. of Ag. Pesticide Inspection November 28
 - San Marcos Chamber of Commerce Business Mixer December 6
 - Best Best & Krieger Webinar December 13: Labor Law Update
 - December 15: Wreaths Across America
 - Dec. 17 & 19: Fuel Tank Tests at Oak Hill
2. Operations Issues:
 - None
3. Equipment Down for repair:
 - FAX @ Oak Hill
4. Personnel:
 - Terminations/Retirements: None
 - Hires: None
5. Monthly Employee Safety Training for December 2018:
 - “ Hand washing: Avid Germs & Viruses”
 - Before You Turn the Key

Calendar, Conference, and Meeting Travel Arrangements:

- SnDg Chapter CSDA Dinner Meeting February 14 at Butcher Shop, Kearny Mesa
- March 8 – 9, 2019: CAPC Annual Conference in Seaside
- Legislation Day in Sacramento May

List of items pending:

- Multi Use Community Facility
- Land Conservancy
- General Manager Transition

Meeting adjourned at _____. The next Regular Board of Trustees meeting is scheduled for Monday January 21, 2018. Please submit additions or changes to this agenda to the District office not later than 6:00 p.m., Friday, December 14, 2018.

NCCD agendas and documents included in the agenda packet can be made available in alternative formats to persons with disabilities as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and California Government Code 54954.1. Writings that are public records as described in California Government Code Section 54957.5 (a), that are distributed during a NCCD meeting are available following the meeting in alternative formats upon request by a person with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). Please notify the NCCD General Manager, in writing, at 2640 Glen Ridge Road, Escondido, CA 92027-4532, of your request. Any request for mailed copies of agendas or agenda packets is valid for the calendar year in which the request is filed, and must be renewed following January 1 of each year. Individuals requesting a disability related modification or accommodation, including auxiliary aids or services, may contact the General Manager at 760*745*1781, three (3) calendar days in advance of the meeting, to make arrangements.