

BOARD OF TRUSTEES REGULAR MEETING
NORTH COUNTY CEMETERY DISTRICT
For Monday, February 18, 2019, 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 Than 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 minutes of the Regular Board Meeting of January 21, 2018 | Page 1 - 2 |
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- E. Approve District Orders and Certificates
- F. Review correspondence as of February 12, 2019: Pages 3 - 12
- G. Review Financial Report for month of January 2019: Pages 13 - 33
- H. Review District Investment Report for month of January 2019: 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. SC Valley Engineering | Page 45 |
- J. New Business:
- | | |
|-------------------------------------------------------------------|---------|
| 1. Authorized Signature Update for California Bank and Trust | Page 46 |
| 2. Capital Outlay Expenditures – San Marcos roof repairs. | Page 47 |
| 3. District Policy Manual - Complete Review: Sections 3012 - 4050 | Page 48 |
| 4. Annual Financial Audit Presentation – Robert Dennis | Page 49 |

K. Managers Report:

1. GM's Activities:
 - Met with Craig Hudson on 2-14-19 SDRMA representative for Loss Control Inspection.
 - SM and OH Offices to begin facelift.
 - Closure of office to meet lunch breaks needs for employees.
2. Operations Issues:
 - None
3. Equipment Down for repair:
 - None
4. Personnel:
 - Terminations/Retirements: None
 - Hires: None
5. Monthly Employee Safety Training for February 2019:
 - Evacuation
 - First Aid and CPR training on 2-20-19

Calendar, Conference, and Meeting Travel Arrangements:

- SnDg Chapter CSDA Dinner Meeting February 21, at Butcher Shop, Kearny Mesa
- March 8 – 9, 2019: CAPC Annual Conference in Seaside
- Legislation Day in Sacramento May 21, 22 in Sacramento
- CSDA Annual Conference; September 25 through September 28 in Anaheim
- CAPC Education Day; October 11 & 12, 2019 in Ventura

List of items pending:

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

Meeting adjourned at _____. The next Board of Trustees meeting is scheduled to be held at 5:30 p.m., Monday, March 18, 2019, at the Oak Hill Memorial Park office. **Please submit additions or changes to this agenda to the District office not later than 6:00 p.m., Friday, February 15, 2019.**

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