

BOARD OF TRUSTEES REGULAR MEETING  
NORTH COUNTY CEMETERY DISTRICT  
For Monday, August 19, 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.

C. (a) **Closed Session:** Personnel Exception: In Compliance with Government Code 54954.5(e).

With respect to every item of business to be discussed in closed session pursuant to section 54957(b) (1).

Public Employee Performance Evaluation  
Title: General Manager

**Return to Open Session:** Report out all actions and vote taken.

- D. Minutes: Approve minutes of the Special Board Meeting of July 29, 2019. Page 1 – 4
- E. Approve District Orders and Certificates
- F. Review correspondence as of July 30, 2019: Page 5 - 13
- G. Review Financial Report for month of July 2019: Pages 14 - 36
- H. Review District Investment Report for month of July 2019: Pages 37 - 45

I. Continuing business:

- |   |              |
|---|--------------|
| 1. District Financial Pressures                               | Page 46      |
| 2. Status of Community Use Facility at Oak Hill Memorial Park | Page 47 - 48 |
| 3. Status of the Osiris Software project                      | Page 49 - 50 |
| 4. Status of Land Conservancy at Oak Hill Memorial Park       | Page 51      |

**Closed Session:** Anticipated Litigation: In compliance with Government Code 54954.5(c)

With respect to every item of business to be discussed in closed session pursuant to section 54956.9. The District may potentially be involved in two (2) cases.

- |                 |         |
|-----------------|---------|
| 5. Toedt Family | Page 52 |
| 6. CemSites     | Page 53 |

**Return to Open Session:** Report out all actions and vote taken.

J. New Business:

- |   |              |
|---|--------------|
| 1. San Marcos Remembrance Wall project        | Page 54      |
| 2. Attendance at SD CSDA Local Dinner Meeting | Page 55      |
| 3. Signing Authority: GM Edward Serna         | Page 56      |
| 4. Dennis Shepard Honorary Membership Letter  | Page 57      |
| 5. Annual Review of Fee Schedules             | Page 58 - 62 |
| 6. SD LAFCO Nomination Ballot                 | Page 63      |

K. Managers Report:

- GM's Activities:
  - Annual Audit, 8-12-19 to 8-14-19. Christy Cooper – CPA
  - Confirm CAPC Education Seminar reservations; October 11 & 12, 2019 in Ventura.
- Operations Issues:
  - None
- Equipment Down for repair:
  - None
- Personnel:
  - Terminations/Retirements/Resignations: Laura Jones
  - Hires: Crystal Cason- Pendergrass, start date 8-19-19.
- Monthly Employee Safety Training for July 2019:
  - Driven to Distraction

Calendar, Conference, and Meeting Travel Arrangements:

- Local CAPC Area Meeting: OC Cemetery, El Toro Memorial Park September 19, 2019. 25751 Trabuco Road, Lake Forest CA. 92630. Hours: 10am to 1pm.
- CSDA Annual Conference; September 25 through September 28 in Anaheim
- CAPC Education Seminar; October 11 & 12, 2019 in Ventura
- SDRMA Spring Education Day; March 24, 2020 in Sacramento

List of items pending:

- None

Meeting adjourned at \_\_\_\_\_. The next Board of Trustees meeting is scheduled to be held at 5:30 p.m., Monday, September 16, 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, September 13, 2019.**

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