

BOARD OF TRUSTEES REGULAR MEETING
NORTH COUNTY CEMETERY DISTRICT
For Monday, November 23, 2020, 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
 - 2) Sharon Disney
 - 3) Michael D. Ott
 - 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.

Per Governor Newsom Executive Order N-25-20, the order temporarily authorizes local agencies, including Special Districts, to hold public meetings more easily by way of teleconference/telephone. The meeting must be made accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the Board.

If you wish to call-in and address the Board, please call +1 (224) 501-3412 access code 630-924-581.

Review and revision of Agenda if required.

- D. Minutes: Approve minutes of the Regular Board Meeting of October 26, 2020. Page 1 - 4
- E. Approve District Orders and Certificates
- F. Review correspondence as of October 27, 2020: Page 5
- G. Review Financial Report for the month of October 2020: Pages 6 – 24
- H. Review District Investment Report for the month of October 2020: Pages 25 – 33
- I. Continuing business:
- 1. Osiris/Pontem Project Page 34 – 35

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|---------------------------------|--------------|
| 2. Land Conservancy at Oak Hill | Page 36 – 37 |
| 3. COVID-19 NCCD Restrictions | Page 38 |

J. New Business:

- | | |
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| 1. NCCD Board of Trustees Vacancy | Page 39 |
| 2. GM Evaluation Timeline Discussion | Page 40 |
| 3. NCCD Policy 3050.8.4/Purchase of graves by Organization | Page 41 - 42 |
| 4. Amend policy 2020.3 Vacations | Page 43 – 44 |
| 5. Wreaths Across America Cancellation | Page 45 |
| 6. Semi-Annual Land Payment | Page 46 |

K. Manager's Report:

- GM's Activities:
 - Audit
 - Implement a Leave Donation Program
 - Hiring – San Marcos Gatekeeper
 - New Mower needed
 - New water well needed – Look into options
 - Pallbearers - Legality
- Operations Issues:
 - Made repairs to irrigation pipe and need repairs to drainpipe inside utility room.
- Equipment Down for repair:
 - Zero turn mower
- Personnel:
 - Terminations/Retirements/Resignations: Paul Clark - Retirement 1/29/2021
 - Hires: Spencer Shumate/Maintenance Staff I
- Monthly Employee Safety Training for October 2020:
 - Holiday Safety

Calendar, Conference, and Meeting Travel Arrangements:

- Wreaths Across America; December 19, 2020 – Pending.

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, December 28, 2020, at the Oak Hill Memorial Park office. **Please submit additions or changes to this agenda to the District office not later than 4:00 p.m., Friday, December 25, 2020.**

*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.*