

MINUTES OF THE REGULAR MEETING  
BOARD OF TRUSTEES  
NORTH COUNTY CEMETERY DISTRICT  
As of January 22, 2024

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Dr. Steven Lochridge at 5:30 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Sharon Disney, Michael Ott, and Colleen Lukoff. A quorum was present. Also present were NCCD Administration Manager Kelly Swales and General Manager Edward Serna.

The meeting began with the Salute to the U.S. Flag and the recognition of visitors.

SDRMA Counsel, Jeffery Morris was in attendance.

Public input for non-agenda items; no action will be taken on non-agenda items. Speakers are limited to three minutes each. No members of the public spoke on non-agenda items.

**Minutes**

A motion was presented by Trustee Ott, seconded by Trustee Disney to approve the minutes of the November 27, 2023, Regular Board meeting.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees Lochridge, Disney, Ott and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

A motion was presented by Trustee Ott, seconded by Trustee Disney to move up item L(1) Closed Session on the agenda.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees Lochridge, Disney, Ott and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

**L(1) Closed Session**

A motion was presented by Trustee Ott, seconded by Trustee Lukoff to move into closed session at 5:32 p.m.

The motion passes with 4 Aye votes.

Ayes: 4 Trustees Lochridge, Disney, Ott and Lukoff.  
Nays: 0  
Abstained: 0  
Absent: 0  
Recused 0

At 5:35 p.m., newly appointed Trustee, Barbara Sulier attended the meeting and observed the closed session.

A motion was presented by Trustee Disney, seconded by Trustee Lukoff to move back into open session at 6:20 PM.

The motion passes with 4 Aye votes.

Ayes: 4 Trustees Lochridge, Disney, Ott and Lukoff.  
Nays: 0  
Abstained: 0  
Absent: 0  
Recused 0

No reportable action taken.

A motion was presented by Trustee Ott, seconded by Trustee Lukoff, to add the installation of Trustee Sulier to the agenda.

The motion passes with 4 Aye votes.

Ayes: 4 Trustees Lochridge, Disney, Ott, and Lukoff.  
Nays: 0  
Abstained: 0  
Absent: 0  
Recused 0

**Installation of Trustee Sulier**

Newly appointed Trustee Barbara Sulier was sworn in as a Trustee of the North County Cemetery District. Trustee Sulier took the “Trustees Oath or Affirmation of Office” pursuant to California Constitution Article 20, section3.

## **District Orders and Certificates**

The Board reviewed all certificates for December 2023, signed District orders/Warrants and checks as needed.

A motion was presented by Trustee Ott, seconded by Trustee Disney, to ratify all certificates for December 2023.

The motion passes with 5 Aye votes.

Ayes: 5 Trustees Lochridge, Disney, Ott, Lukoff and Sulier.  
Nays: 0  
Abstained: 0  
Absent: 0  
Recused 0

## **Correspondence**

The district received no correspondence for the month of December 2023.

## **Financial Report**

The board reviewed the Financial Report for the month of December 2023. Positive sale trends continue for the fiscal year.

## **Investment Report**

The district had three (3) investments that matured for the month of December 2023.

Activity for the month of December 2023 in the following accounts:

OH Endowment - There was a National Rural corporate bond that matured. The funds were reinvested in a Gov't Natl Mtg Assn CMO Cpn 5.00% Average Life 2 years Yield to Life 5.00%

OH Endowment Interest – no bonds redeemed or purchased.

OH Preneed – There was a JP Morgan corporate bond that matured. These funds were reinvested in Gov't Natl Mtg Assn CMO 5.00% Average Life 2 years Yield to Life 5.00%

SM Preneed - There was a Alabama Pwr Co Municipal bond that matured. These funds were reinvested in Gov't Nat'l Mtg Assn CMO 5.50% Average Life 2.30 years Yield to Life 5.50%

SM Endowment - – no bonds redeemed or purchased.

SM Endowment Interest - no bonds redeemed or purchased.

## **Continuing Business**

The GM provided a brief update on the Land Conservancy Project.

The Board discussed the next steps of Strategic Planning and is awaiting correspondence from Rauch Communication Consultants.

The GM provided an update to the board regarding Luis Terraza's Niche picture request.

## **New Business:**

The Board discussed a proposal received from Stotz Equipment for two John Deere Zero Turn Lawnmowers.

A motion was presented by Trustee Ott seconded by Trustee Sulier to approve the proposal for two John Deere mowers with the condition that the topic of electrification and plan to convert to electric is deferred to Strategic Planning.

The motion passes with 5 Aye votes.

Ayes: 5 Trustees Lochridge, Disney, Ott, Lukoff, and Sulier.

Nays: 0

Abstained: 0

Absent: 0

Recused 0

## **Managers' Report**

The GM will continue to work on drafting new policies to be presented to the board for review at a future date.

The meeting adjourned at 7:22 pm. The next Regular Board of Trustees meeting is scheduled for Monday February 26, 2024 and will begin at 5:30pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.

Prepared by:

Kelly Swales  
Board Secretary