

BOARD OF TRUSTEES REGULAR MEETING  
NORTH COUNTY CEMETERY DISTRICT  
For Monday, April 27, 2026, 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, dignified, and cost-effective cemetery services that meet the needs of families and the community”.

***Agenda Items May Be Addressed in A Different Sequence 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) Steven Lochridge | 3) Colleen Lukoff | 5) Mark Loscher |
| 2) Sharon Disney    | 4) Brian Nowlin   |                 |
- C. Opening of Meeting
- 1) U.S. Flag Salute & Pledge of Allegiance
  - 2) Recognize visitors:
- D. Review and revision of Agenda if required.
- Public input for non-agenda items. No action will be taken on non-agenda items. Speakers limited to three minutes each.
- If you wish to call in and address the Board, please call +1 (646) 749-3122 access code 545-296-861.
- E. Minutes: Approve the minutes of the Regular Board meeting of March 16, 2026. Page 4 - 6
- F. Ratification of electronically District Orders and Certificates
- G. Review correspondence for the month of March 2026 Page 7
- H. Review Financial Report for the month of March 2026 Page 8 - 30
- I. Review of District Investment Report for the month of March 2026 Page 31 - 36
- J. Continuing business:
- 1. Welcome Center & Donation Project Page 37
  - 2. Oak Hill Memorial Park Restrooms Page 38 - 44

K. New Business:

- |   |              |
|---|--------------|
| 1. Procurement Policy 3066                  | Page 45 - 47 |
| 2. Water Well Findings – Water Prospector   | Page 48      |
| 3. L.O. Lynch Proposal                      | Page 49 - 51 |
| 4. Maintenance Staff III – New Position     | Page 52 - 55 |
| 5. CAPC annual Conference Report            | Page 56      |
| 6. Administration Manager Salary Discussion | Page 57      |

L. Manager’s Report:

- GM’s Activities:
  - Annual budget, Water Well Project.
- Operations Issues:
  - N/A
- Equipment Down for repair:
  - None
- Personnel:
  - New Hires/Terminations/Retirements/Resignations: N/A
  - Monthly Employee Safety Training for March 2026: Bloodborne Pathogens
  - Other Miscellaneous/Unique situations at cemeteries: N/A

Calendar, Conference, and Meeting Travel Arrangements:

- ~~CAPC Annual Conference – March 19 – 21, 2026 – Embassy Suites Anaheim South~~
- Memorial Day Event – May 25, 2026, at Oak Hill and San Marcos.
- CSDA GM Leadership Summit Conference - June 28 – June 30 – Newport Beach, CA
- CSDA Annual Conference – August 24 – August 27, 2026 – Palm Desert, CA
- CAPC Education Area Meeting October 9 – 10, 2026 Burlingame, CA
- Day of the Dead event – November 2nd at Oak Hill and San Marcos
- WAC Event December 19, 2026 – at Oak Hill and San Marcos

List of items pending:

- None

M. Trustees Report

- Any suggestions for future agenda items.

L (1) Closed Session: Personnel Exception

With respect to every item of business to be discussed in closed session pursuant to Section Government Code 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: General Manager

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

The meeting adjourned at \_\_\_\_\_. The next Board of Trustees meeting is scheduled to be held at 5:30 p.m., Monday, June 1, 2026, 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, May 29, 2026.**

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