

BOARD OF TRUSTEES REGULAR MEETING
NORTH COUNTY CEMETERY DISTRICT
For Monday, April 28, 2025, 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) Brian Nowlin |
| 2) Sharon Disney | 4) Barbara Sulier | |
- 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 (872) 240-3412 access code 499-422-477.
- E. Minutes: Approve the minutes of the Regular Board meeting of March 24, 2025. Page 1 - 5
- F. Ratification of electronically District Orders and Certificates
- G. Review correspondence for the month of March 2025: Page 6
- H. Review Financial Report for the month of March 2025: Page 7 - 30
- I. Review of District Investment Report for the month of March 2025: Page 31 - 39
- J. Continuing business:
1. Land Conservancy Project Page 40 - 43
 2. Strategic Planning Page 44

K. New Business:

1. Flower Policy and Visitation Hours
2. SM Office Interior Design Proposal

Page 45

Page 46

L. Manager's Report:

- GM's Activities:
 - 2025- 2026 Budget
- Operations Issues:
 - N/A
- Equipment Down for repair:
 - N/A
- Personnel:
 - New Hires/Terminations/Retirements/Resignations: (1) Office Personnel
 - Monthly Employee Safety Training for March 2025: Portable Ladder Safety
 - Other Miscellaneous/Unique situations at cemeteries: N/A

Calendar, Conference, and Meeting Travel Arrangements:

- ~~CAPC Annual Conference – March 13 – 15, 2025 – Embassy Suites Monterey Bay~~
- Memorial Day Event – May 26, 2025, at Oak Hill and San Marcos.
- CSDA GM Leadership Summit Conference - June 29 – July 1 – Tahoe
- CSDA Annual Conference – August 25 – August 28, 2025 – Monterey
- CAPC Education Area Meeting October 10 – 11, 2025 Ventura
- Day of the Dead event – November 2nd at Oak Hill and San Marcos
- WAC Event December 13, 2025 – at Oak Hill and San Marcos

List of items pending:

- None

M. Trustees Report

- Any suggestions for future agenda items.

L(1) Closed Session:

Conference with legal counsel – Anticipated Litigation

Significant exposure to litigation pursuant to subdivision (b) of section 54956.9 (2 case's)

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, May 26, 2025, 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 23, 2025.**

*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 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.*