

BOARD OF TRUSTEES REGULAR MEETING
NORTH COUNTY CEMETERY DISTRICT
For Monday, March 28, 2022, 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 3) Michael D. Ott 5) Colleen Lukoff
 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.

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 127-963-509.

Review and revision of Agenda if required.

C(1) Nigro & Nigro CPA Paul Kaymark FY 20-21 Audit Presentation

D. Minutes: Approve the minutes of the Regular Board meeting of February 28, 2022, meeting Page 1 - 3

E. Ratification of electronically District Orders and Certificates

F. Review correspondence as of February 29, 2022: Page 4

G. Review Financial Report for the month of February 2022: Page 5 - 24

H. Review District Investment Report for the month of February 2022: Page 25 - 27

- I. Continuing business:
1. COVID-19 NCCD Restrictions Page 28 - 29
 2. Land Conservancy Project Page 30 - 31

- J. New Business:
1. Customer Satisfaction Survey Page 32
 2. CAPC Mentor Program Approval for Michael Ott Page 33
 3. Memorial Day Discussion Page 34
 4. CAPC Conference Report Out on Attendance Page 35
 5. Resignations and New Hires Update Page 36
 6. Update CBT Signing Cards Information Page 37

- K. Manager's Report:
- GM's Activities:
 - Start to work on FY 22-23 Annual Budget
 - Operations Issues:
 - N/A
 - Equipment Down for repair:
 - OH Truck (Jimmy's truck) Need a new truck!
 - Personnel:
 - New Hires/Terminations/Retirements/Resignations: Resignations, Blake Schieffer/OH
New hires Ian Crosby P/T OH.
 - Monthly Employee Safety Training for March 2022: Ladder Safety

Calendar, Conference, and Meeting Travel Arrangements:

- ~~SDRMA Spring Education Day 03/02/2022 - 03/04/2022 Sacramento. CAPC 64th Annual Conference March 10-12 Seaside, CA. 2022~~ Special District Leadership Academy, San Diego 4/3/22 – 4/6/22. CSDA SD Legislative Days Sacramento, 5/17/22 & 5/18/22. Memorial Day event 5/30/2022 Oak Hill & San Marcos. CSDA Annual Conference 8/22/2022 – 8/25/2022 Palm Desert. 2022 Special District Leadership Academy Napa, 9/18/22 – 9/21/22.

List of items pending:

- None

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

L(2) Closed Session:

Conference with legal counsel – Anticipated Litigation

Significant exposure to litigation pursuant to subdivision (b) of section 54956.9 (1 case)

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

Meeting adjourned at _____. The next Board of Trustees meeting is scheduled to be held at 5:30 p.m., Monday, April 25, 2022, 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, April 22, 2022.** *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.*