

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of June 17, 2019

The Regular Meeting of the *Board of Trustees of the North County Cemetery District* was called to order by Chairperson Tanis Brown at 5:37 p.m., at the Oak Hill Memorial Park office. Present were Chairperson Tanis Brown, Trustees Mike Ott, Thomas Knight and Steve Lochridge. A quorum was present. Trustee Sharon Disney was absent. Also present was General Manager Edward Serna.

The meeting was opened with the Flag Salute.

Visiting the meeting was local San Marcos resident, Richard Hyde

A motion was presented by Trustee Ott with a second by Trustee Knight, to approve the minutes of the regular Board of Trustees meeting of April 15, 2019 and the May 20, 2019. The motion passed with 4 Aye votes.

Ayes:	4	Trustees Brown, Ott, Knight and Lochridge.
Nays:	0	
Abstained:	0	
Absent:	1	Trustee Disney

The Board approved all of the certificates, District Orders/Warrants, and signed checks as needed.

The board reviewed the correspondence as of May 20, 2019. The Board reviewed the Special District Risk Management Authority 2019 Board of Directors Election package.

A motion was presented by Trustee Ott with a second by Trustee Knight, to submit their votes for Candidates Bob Swan, Patrick K. O'Rourke and Sandy Seifert-Raffelson. The motion passed with 4 Ayes votes.

Ayes:	4	Trustees Brown, Ott, Knight and Lochridge.
Nays:	0	
Abstained:	0	
Absent:	1	Trustee Disney

The Board reviewed the Financial Report for the month of May 2019. The District's revenues are ahead of the "straight line" budget for the year by \$125,003.61. This is common for this time of the fiscal year. The gap above budget will decrease as the calendar approaches the end of the fiscal year. The expense spending is slightly under budget and is tracking very similar to years past.

The Board reviewed the Investment Report for the month of May 2019. Per the Board's instructions, these actions have been taken since the May 20, 2019 Regular Board of Trustees meeting: The District did not have any investment transactions recorded during the month of May.

The Board received a status on the Community Facility at Oak Hill Memorial Park. Architect Ken Erickson will produce a letter of Authorization for the Board to review for a proposal to complete a scope of work. No action was taken by the Board.

The Board received a status update on the Osiris Software project. Osiris will begin to extract a single file to get an idea on the time involved. Once Osiris reaches a number an update will be projected on a timeline and cost to extract the all files.

A motion was presented by Trustee Knight with a second by Trustee Ott, to pursue Cemsites in an attempt to recover an unspecified amount of money through appropriate legal means (Small Claims Court). The motion passed with 4 Ayes votes.

Ayes:	4	Trustees Brown, Ott, Knight and Lochridge.
Nays:	0	
Abstained:	0	
Absent:	1	Trustee Disney

Any future discussions in regards to Cemsites are to be conducted in a “Closed Session” in compliance with Government Code 54954.5(c) due to any potential future litigation.

The Board received an update on the Land Conservancy project. The District received communication from Mike Jefferson (Blue Consulting). The gnatcatcher surveys and mapping are ongoing. The final surveys and report will be completed in approximately one month. No action was taken by the Board.

The Board received an update on the San Marcos Remembrance Wall project. Discussion from the Board concluded to have some sort of description on the wall to describe what the wall is and what the wall represents. Local San Marcos resident Richard Hyde provided input to the Board on concepts to inscribe on the wall or a plaque.

Trustee Ott suggested inscribing “In loving memory, this remembrance wall honors those who are forever remembered in our hearts”. Additional details were discussed on potential ideas/concepts for the wall.

Trustee Knight and General Manager Edward Serna reported on the local CAPC meeting held at the Pomerado Cemetery on May 23, 2019.

The Board discussed the dates for the two July Board of Trustee meetings for discussion of the Budget and the GM evaluations.

The Board discussed the planning and details for former General Manager Dennis Shepard retirement event.

The GM reported on his month’s Activities. The monthly training is heat stress. General Manager Edward Serna will be attending the CSDA’s General Manager Leadership Summit in Newport Beach on June 23-25, 2019.

Future events on the calendar include; CSDA Annual conference September 25 through September 28 2019 in Anaheim; CAPC Education Seminar, October 11 & 12 in Ventura.

The meeting adjourned at 8:56 P.M. The next Regular Board of Trustees Meeting is scheduled for July 15, 2019, and will begin at 5:30P.M. It will be held at the District Office, 2640 Glenridge Road, Escondido.

Edward Serna
General Manager