

MINUTES OF THE REGULAR MEETING  
BOARD OF TRUSTEES  
NORTH COUNTY CEMETERY DISTRICT  
As of July 15, 2019

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Tanis Brown at 5:30 p.m., at the Oak Hill Memorial Park office. Present were Chairperson Brown, Trustees Sharon Disney, Thomas Knight, Mike Ott and Steve Lochridge. A quorum was present. Also present was General Manager Edward Serna.

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

NCCD San Marcos Supervisor Omar Lopez was present. Heather Taber and Linda Pierce were present to address the Board.

Public input for non-agenda items; No action will be taken on non-agenda items. Speakers are limited to three minutes each.

Heather Taber will be addressing the Board on behalf of Linda Pierce. Heather is Linda's daughter. Linda is considering purchasing Granite Hills lot #3 at the San Marcos cemetery. Linda is requesting for a "pillow top" marker to be allowed to be placed on the plot site. Additional details were shared with the Board on the decision on why the family is considering purchasing the plot in San Marcos. Mrs. Taber and Mrs. Pierce were asked to attend the NCCD's next regularly scheduled meeting on August 19, 2019 so the Board of Trustees could consider their request.

The General Manager presented an overview of financial activities during F/Y 2018-2019, including the financial performance, organizational structure, analysis of revenue performance, and the summary of the District's excess revenues after all expenses. The Board reviewed these financial reports for the period of July 1, 2018 to June 30, 2019, and discussed the management of excess revenues over expenses from F/Y 18-19.

Items that will be considered for approval during the meeting include:

- Distribution of the excess Revenues over Expenses of \$382,668.62:
  - \$ 184,800.61 committed to the next FY's land mortgage payment
  - \$ 68,351.12 of Endowment Care Interest to remain in E.C. Interest Fund
  - \$ 129,516.89 to be placed in the District's Capital Development Fund
- Proposed increasing the District's Fee Service Schedule by 5.0%.
- Proposed increase of Salary/Wage schedules for employees 3.0%
- Proposed fee for upright markers to a flat fee of \$425.
- Proposed to adding 2 holidays to the District holidays, increasing it to 9.
- The proposed Fiscal Year 2019-2020 budget with the above stipulations

A motion was presented by Trustee Knight with a second by Trustee Ott, to add one (1) Floating Holiday to the District's employee leave policy associated with Cesar Chavez birthday (March 31 1927), increasing the Districts Holidays to eight (8) and for a pay increase of 3.0% based on the CPI for the upcoming FY 2019/2020. The Staff will prepare a five (5) year plan for increasing the total compensation package.

The motion passes with 5 Aye votes.

Ayes: 5 Trustees Brown, Ott, Knight, Disney and Lochridge.  
Nays: 0  
Abstained: 0  
Absent: 0

A motion was presented by Trustee Lochridge with a second by Trustee Disney, to have one flat rate fee for all upright markers to \$425.00.

The motion passes with 5 Aye votes.

Ayes: 5 Trustees Brown, Ott, Knight, Disney and Lochridge.  
Nays: 0  
Abstained: 0  
Absent: 0

A motion was presented by Trustee Brown with a second by Trustee Ott, to increase the District's service fees by 5.0%.

The motion passes with 5 Aye votes.

Ayes: 5 Trustees Brown, Ott, Knight, Disney and Lochridge.  
Nays: 0  
Abstained: 0  
Absent: 0

A motion was presented by Trustee Ott with a second by Trustee Knight, to distribute the revenues from FY 2018/2019 that were in excess of expenses, (\$382,668.62) in the following manner:

- \$68,351.12 to remain in the Endowment Care Interest Fund;
- \$184,800.61 to be placed in the Capital Outlay Fund and be designated for the land mortgage payment due in F/Y 2019/2020;
- The balance of \$129,516.89 to be placed in the Capital Outlay Fund.

The motion passes with 5 Aye votes

Ayes: 5 Trustees Brown, Ott, Knight, Disney and Lochridge.  
Nays: 0  
Abstained: 0  
Absent: 0

A motion was presented by Trustee Disney with a second by Trustee Lochridge, to conceptually approve the budget for FY 2019/2020. The final approval of the budget will be discussed on July 29, 2019 during the Special Meeting of the Board of Trustees.

The motion passes with 5 aye votes.

Ayes: 5 Trustees Brown, Ott, Knight, Disney and Lochridge.  
Nays: 0  
Abstained: 0  
Absent:

The Board reviewed the proposed budget of expected revenues and expenses, the District pay & benefits, and the District Capital Outlay pressures that might occur in F/Y 2019/2020. The Board asked that staff prepare a proposed budget reflecting a 3.0% wage compensation increase, and an increase in all District Fee's of 5.0%. All changes will reflect in the Districts Policies for the new FY. All changes if approved will be made effective August 1, 2019. This proposal will be presented at the Special Board of Trustees meeting on July 29, 2019.

The Board of Trustees received an update on a letter received from Attorney David Mayberry representing the Toedt family. Any future meeting discussions in regards to the Toedt family will be moved to "Closed Sessions" due to potential litigation in the future in compliance with Government Code 54954.5 (c).

The meeting adjourned at 8:17 p.m. A Special meeting has been scheduled for Monday, July 29, 2019.

Edward Serna  
General Manager