

MINUTES OF THE REGULAR MEETING  
BOARD OF TRUSTEES  
NORTH COUNTY CEMETERY DISTRICT  
As of March 16, 2026

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Colleen Lukoff at 5:30 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Steven Lochridge, Brian Nowlin, and Mark Loscher. A quorum was present. Also, present was NCCD's Administration Manager, Kelly Swales, and General Manager Edward Serna.

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

The District's attorney, Diana Alcalá from Kirk & Simas attended the meeting via Teams.

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

A motion was presented by Trustee Lukoff, seconded by Trustee Lochridge to add the GM's review process to New Business.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees, Lukoff, Lochridge, Nowlin, and Loscher
Abstained:	0	
Absent:	1	Trustee Disney
Recused:	0	

**Minutes:**

A motion was presented by Trustee Lochridge, seconded by Trustee Nowlin to approve the corrected minutes of the February 23, 2026, Regular Board meeting. The corrected minutes to read,

“The board discussed the Oak Hill Memorial Park Welcome Center and donation project. A motion was presented by Trustee Nowlin, seconded by Trustee Loscher to develop critical paths for the Welcome Center, restrooms, Committal Center and the front gate **at Oak Hill Memorial Park**. The paths will include timing, cost and who is going to help with each project.”

The motion passes with 4 Aye votes.

Ayes:	4	Trustees, Lukoff, Lochridge, Nowlin, and Loscher
Abstained:	0	
Absent:	1	Trustee Disney
Recused:	0	

**District Orders and Certificates:**

The Board ratified all certificates for February 2026. District orders/Warrants and signed checks as needed.

### **Correspondence:**

The district did not receive any correspondence for the month of February 2026.

A motion was presented by Trustee Loscher, seconded by Trustee Lochridge to move item K3 up in the agenda to be heard before item I.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees, Lukoff, Lochridge, Nowlin, and Loscher
Abstained:	0	
Absent:	1	Trustee Disney
Recused:	0	

### **New Business:**

The District's Attorney, Diana Alcala from Kirk & Simas, presented a training course on the Brown Act and answered questions from the Board.

### **Financial Report:**

The board reviewed the Financial Report for the month of February 2026. Positive sale trends continue for the fiscal year.

### **Investment Report:**

Activity for the month of February 2026 in the following accounts:

OH Endowment – there was a GNMA Gov't 4.40% CMO purchase with residual funds

OH Preneed – there was a GNMA Gov't 4.50% CMO purchase with residual funds

SM Preneed – there was a Gov't GNMA CMO 4.50% purchase with residual funds

OH Endowment Interest – there was a Canadian Imperial Corp 5.0% Mty 12/2030 purchase with residual funds

SM Endowment -there was a Canadian Imperial Corp 5.0% Mty 12/2030 purchase with residual funds

### **Continuing Business:**

The GM provided an update on the Oak Hill Memorial Park Welcome Center & Donation Project, Architect Greg Danskin is actively working on the critical paths.

**New Business:**

The board reviewed a proposal from Stotz Equipment for two new mulchers; these mulchers will be replacing mulchers at both cemeteries that need to be phased out due to California Air Resources Board (CARB) regulations.

Following a discussion, a motion was presented by Trustee Loscher, seconded by Trustee Nowlin to accept the proposal in the amount of \$75,180.99 and to use funds from the Capital Outlay Fund.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees, Lukoff, Lochridge, Nowlin, and Loscher
Abstained:	0	
Absent:	1	Trustee Disney
Recused:	0	

After a brief discussion, the Board decided not to make any nominations for the CSDA Board of Directors.

Trustee Lukoff addressed the added item regarding the GM review process and presented an example of a simpler review process for the Board to consider. The Board agrees to simplify the GM's review process.

**Manager's Report:**

The GM has been overseeing projects at both Oak Hill Memorial Park and the San Marcos Cemetery. The GM has obtained a report from a water prospector for a new well at Oak Hill that will be discussed at a future meeting.

There are no updates on social media accounts.

The meeting adjourned at 7:23 p.m. The next Board of Trustees meeting is scheduled for Monday April 27, 2026, and will begin at 5:30 p.m. It will be held at the district office, 2640 Glenridge Road, Escondido, CA.

Prepared by:

Kelly Swales  
Board Secretary