

MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
NORTH COUNTY CEMETERY DISTRICT
As of February 27, 2023

The meeting of the Board of Trustees of the *North County Cemetery District* was called to order by Chairperson Sharon Disney at 5:30 p.m., at the Oak Hill Memorial Park office. Present were Trustees, Steven Lochridge, Michael Ott and Colleen Lukoff (Via Telephone). A quorum was present. Also present was NCCD Administration Manager Kelly Swales and General Manager Edward Serna.

Pursuant to the Executive Department State of California, Executive Order N-25-20, California Governor Newsom is providing Brown Act flexibility for Public Agencies due to the COVID-19 crisis. The meeting was accessible to the public via teleconference.

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

LAFCO Commissioner Baron Willis was visiting. Commissioner Willis introduced himself and briefly spoke to the board about the purpose of his visit. Commissioner Willis is a nominee for the upcoming LAFCO Regular and Alternate Member.

North County Fire Protection District Director Ross Pike was visiting. Director Pike introduced himself and provided the board with a brief introduction for the purpose of his visit. Director Pike is a nominee for the upcoming LAFCO Regular Member.

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

Minutes

A motion was presented by Trustee Ott, seconded by Trustee Lochridge, to approve the minutes of the January 23, 2023, Regular Board meeting.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees Disney, Ott, Lochridge and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

District Orders and Certificates

The Board ratified all certificates for January 2023. District orders/Warrants and signed checks as needed.

A motion was presented by Trustee Ott, seconded by Trustee Lochridge, to move into closed session at 5:42pm.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees Disney, Ott, Lochridge and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

The closed session adjourns at 6:12pm. No reportable action taken.

Correspondence

The district did not receive any correspondence for the month of January 2023.

Financial Report

The board reviewed the Financial Report for the month of January 2023, during the February 27, 2023, meeting. Positive sale trends continue for the fiscal year.

The district received the 1st Redevelopment Property Tax Allocation of \$144,382.42000.00.

Investment Report

The district had no activity in the investment portfolio.

Continuing Business

The GM provided a COVID-19 monthly report regarding any staff members being impacted by the COVID-19 virus. No COVID-19 impacts were reported for the month of January 2023. Trustee Ott recommended that the COVID-19 information agenda item be removed from any future agendas. The emergency order is no longer in place and relevant.

A motion was presented by Trustee Ott, seconded by Trustee Lochridge, to remove the COVID-19 reporting item from any future agendas.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees Disney, Ott, Lochridge and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

The General Manager provided an update about the Land Conservancy project. Mike Jefferson, the Biologist from Blue Consulting Group submitted the Prospectus on February 15, 2023, to California Fish and Wildlife. Mike Jefferson will be available on March 27, 2023, for the Board of Trustees meeting for information and updates regarding the land conservancy project.

After a discussion regarding strategic planning by the board, the board of Trustees moved to accept the proposal submitted by Rauch Communication Consultants Inc.

A motion was presented by Trustee Ott, seconded by Trustee Lukoff, to accept the Strategic Planning proposal from Rauch Communication Consultants Inc. with the stipulations that the project will not begin until the 5th board member is on board and sections 2C and 4C are added to the proposal.

The motion passes with 4 Aye votes.

Ayes:	4	Trustees Disney, Ott, Lochridge and Lukoff.
Nays:	0	
Abstained:	0	
Absent:	0	
Recused	0	

New Business:

After a discussion the board elected not to submit any nominations for the CSDA, SDRMA and LAFCO calls for nominations.

Managers' Report

The GM will continue to work on drafting new policies and to be presented to the board for review at a future date.

The GM will work on implementing a directional interment sign.

The meeting adjourned at 6:47pm. The next Regular Board of Trustees meeting is scheduled for Monday March 27, 2023, and will begin at 5:30pm. It will be held at the district office, 2640 Glenridge road, Escondido, CA.