NAME: VALLEY CENTER CEMETERY DISTRICT

LEGAL AUTHORITY: State of California Health and Safety Code, § 9000-9092
Approved by the Governor July 14, 2003, State of California
Government Code § 1779, and County of San Diego Board of
Supervisors’ Policy A – 74, Citizen Participation in County
Boards, Commissions, and Committees, approved on

MEMBERS
APPOINTED BY: Board of Supervisors

MEMBERSHIP COMPOSITION: The board shall consist of not less than three (3) or more than
five (5) Trustees. The current number will be specified by the
Board of Supervisors.

Trustees must be registered voters that live within the district.

TERMS: Trustees shall hold office for four years.

Terms of office commence and expire at noon on the first
Monday in January.

Any person appointed to fill a vacant office shall fill the
balance of the unexpired term.

DUTIES: The Trustees shall represent the interests of the public as a
whole and not solely the interests of the appointing authority.

During the first meeting of every calendar year, the Trustees
shall elect its officers: Chair, Vice Chair, and Secretary.

The Trustees shall establish policies for the operation of the
District, such as:

- Rates to be charged for burials within cemeteries of the
district.
- Internment eligibility based on the guidelines set
forth in California State Code §9060.
- Adopt an ordinance establishing an employee
relations system that may include, but is not limited
to, a civil service system or a merit system.
- Provide programs for the benefit of its employees.
- Establish, maintain, invest, and reinvest an
endowment care fund.
- Prepare, or cause to be prepared, and maintain an
up-to-date map of the cemeteries showing by
section and lot number the lots in which burial rights have been sold and which burial rights are still available for sale.

☐ Keep a record of all remains interred stating the name of each deceased person, his age, place of death, date of interment, the plot in which interment was made, and name and address of the funeral director.

The Trustees shall provide for the faithful implementation of those policies, which is the responsibility of employees of the District.

The Trustees shall have the power to acquire real property, dedicate real property to another public agency, and/or dispose of surplus land.

The Trustees shall have the power to establish an operating budget. All claims for money or damages shall be audited, allowed, and paid by the board of trustees by warrants drawn on the County Treasurer.

NECESSARY FILINGS: Oath of Office – Upon appointment.
Statement of Economic Interests, Form 700 - Annually

MEETING DATE AND LOCATION: Second Friday of the month
9:00 AM
Valley Center Community Hall

COMPENSATION: Trustees may receive an amount not to exceed one hundred dollars ($100) for attendance at each public meeting.

However, no trustee shall receive more than four hundred dollars ($400) in compensation in any calendar month.

Trustees may receive their actual and necessary traveling and incidental expenses incurred while on official business.

CONTACT PERSON: Donna Weldon, Bookkeeper, 760-749-1266
Louise Kelly, President; Jeff Hawk, Superintendent
Valley Center Cemetery
28963 Miller Road, P.O. Box 645
Valley Center, CA 92082
Ph: 760-749-1186 Fax: 760-749-1186

Revised: July 5, 2013