

**ORANGE COUNTY
CEMETERY DISTRICT**

**January 7, 2020
10:00 A.M.**

**REGULAR MEETING
OF
THE BOARD OF TRUSTEES
AGENDA**



**DISTRICT OFFICE
EL TORO MEMORIAL PARK
25751 TRABUCO ROAD
LAKE FOREST, CA 92630**

**Maribel Marroquin, First District
Vice Chair**

**Noel Hatch
Chair
Fifth District**

William E. Nelson, Third District

Kelly Rivers, Second District

Cynthia Ward, Fourth District

Steve Quintanilla, General Counsel

Tim Deutsch, General Manager

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND OTHER ELECTRONIC EQUIPMENT WHILE THIS PUBLIC MEETING IS IN SESSION.

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Secretary at (949) 951-9102, ex 10. Notification 48-hours prior to the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

All supporting documentation is available for public review at the Orange County Cemetery District Office located at 25751 Trabuco Rd., Lake Forest, CA 92630 during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday. Agenda items are also available online at www.occemeterydistrict.com

AGENDA

- I. CALL TO ORDER – Chair Hatch**
- II. PLEDGE OF ALLEGIANCE – Chair Hatch**
- III. ROLL CALL – Secretary**
- IV. PUBLIC COMMENTS**

The Orange County Cemetery District Board of Trustees encourages interested members of the public to address the Board on any matter or issue that is within the subject matter jurisdiction of the District. At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. If you discuss a matter that is not listed on the Agenda, state law prohibits the Board from discussing or taking any action on such matter during this meeting. No discussion or action will be taken on any items that are not on the Agenda.

V. AWARDS

VI. CONSENT CALENDAR

All matters on the Consent Calendar are considered routine and may all be approved by one motion. Any member of the Board of Trustees or the public may request an item be removed from the Consent Calendar for discussion or separate action. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items shall be considered immediately following action on the remaining items on the Consent Calendar.

A. Approval of Minutes – Regular Meeting

Recommendation: Staff recommends that the Board approve the minutes of the Regular Board Meeting of December 3, 2019.

B. Approval of Check Registers – January 2020

Recommendation: Staff recommends that the Board approve check registers #99, #100, #101, #102, #103, #104, #105, #106, #107, #108, #109, #110, #111, #112, #113, #114 and #115.

VII. GENERAL MANAGER'S REPORTS

A. Interment and Interment Space Sales Reports - November 2019

B. Financial Reports – November 2019

C. December Investment Portfolio Changes

D. Capital Projects Update

E. District Award Submittals – Oral Update

F. New Cemetery Development Update

VIII. UNFINISHED BUSINESS - None

IX. NEW BUSINESS

A. Independent Auditor's Report

The accounting firm of Eide Bailly submits financial statements and audit report for the fiscal year ending June 30, 2019.

Recommendation: Staff recommends that the Board review, discuss and provide any comments or feedback on the audit report.

X. ITEMS FOR FUTURE AGENDAS

XI. BOARD COMMENTS

- A. Veterans Day Program, El Toro Memorial Park, Nov. 11, 2019 at 11 a.m.
- B. Angel of Hope Candlelight Service, El Toro Memorial Park, Dec. 6, 2019 at 7 p.m.
- C. ISDOC Executive Committee Meeting, Fountain Valley, Dec. 10, 2019
- D. Wreaths Across America, El Toro Memorial Park, Dec. 14, 2019 at 9 a.m.
- E. Longest Night Homeless Memorial Service, Anaheim Cemetery, Dec. 21, 2019

XII. ANNOUNCEMENTS

- A. Finance and Investment Committee Meeting, January 22, 2020 at 1:00 p.m.
- B. ISDOC Quarterly Meeting, Fountain Valley, January 30, 2020
- C. CAPC Annual Conference, Oxnard, February 20-22, 2020

XIII. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Tuesday, February 4, 2020, at 10:00 a.m., at the District Office, located at El Toro Memorial Park, 25751 Trabuco Road, Lake Forest, California.

CERTIFICATION

I, Mary Funk, Secretary of the Orange County Cemetery District, do hereby certify that a copy of the foregoing agenda was posted at El Toro Memorial Park, 25751 Trabuco Road, Lake Forest, California, and on the District's website at least 72 hours prior to the time of this regular meeting.

Date: January 3, 2020



Mary Funk

By: Mary Funk
Title: Secretary