



Orange County Cemetery District Agenda

Regular Meeting of the Board of Trustees

June 2, 2026 at 10:00 a.m.

25751 Trabuco Road, Lake Forest, CA 92630

Board of Trustees

Noel Hatch - Chair, Fifth District
Ray Schnell – Vice Chair, Third District
Kelly Rivers - First District
Vacant - Second District
Vacant - Fourth District

General Manager

Tim Deutsch

General Counsel

David Kendig, Woodruff & Smart

General Instructions

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 Board Secretary at (949) 951-9102, ext. 110. 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 Road., 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 [The Orange County Cemetery District website.](#)

Instructions for Remote Attendance

Pursuant to Orange County Cemetery District Resolution 2023-01, effective March 7, 2023, the public may observe the meeting and offer Public Comment remotely via Zoom as follows:

[Join the Zoom Meeting.](#)

Enter Meeting ID: 874 5989 5287 Enter Passcode: 034809

- The virtual conference room will open. If you receive a message reading, “Please wait for the host to start this meeting,” simply remain in the room until the meeting begins.
- During Public Comments, use the “raise hand” function located in the participant’s window and wait for a staff member to announce your name and unmute your line when it is your turn to speak. Comments are limited to three minutes or as otherwise directed.

To participate via telephone: Call (669) 900-9128.

During Public Comments, press *9 to add yourself to the queue and wait for a staff person to announce your name or phone number and press *6 to unmute your line when it is your turn to speak. Comments are limited to three minutes or as otherwise directed.

Please know that it is important for the Orange County Cemetery District to allow public participation at this meeting. If you are unable to participate via the processes just described, please contact the Board Secretary at (949) 951-9102 or email the Board Secretary at m.funk@orccd.com and staff will attempt to accommodate you.

I. CALL TO ORDER – Chair Hatch

II. PLEDGE OF ALLEGIANCE – Chair Hatch

III. ROLL CALL – Secretary

IV. PUBLIC COMMENTS

V. [CONSENT CALENDAR](#)

All matters on the Consent Calendar are considered routine and may 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 – Adjourned Meeting, May 19, 2026](#)

Recommendation: Staff recommend that the Board approve the minutes for the Regular Board Meeting of May 19, 2026.

B. [Approval of Check Register – May 2026](#)

Recommendation: Staff recommend that the Board approve check registers #171, #172, #173, #174, #175, #176, #177, #178, #179, #180, #181, #182, #183, #184, #185, #186, and #187.

C. Authorization of July 2026 Claims

Recommendation: Staff recommend that the Board authorize the following Claim numbers for July 2026: #1, #2, #3, #4, #5, #6, #7, #8, #9, #10, #11, #12, #13, #14, #15, #16 and #17.

VI. MANAGER’S REPORTS

A. Interment Services and Interment Space Sales Reports

B. Financial Reports – April 2026

C. Investment Portfolio Changes – May 2026

D. Capital Projects and Fixed Asset Accounts Update

VII. GENERAL COUNSEL REPORT

VIII. NEW BUSINESS

A. District Overhead Rate

Recommendation: Staff recommends that the Board of the Orange County Cemetery District approve and adopt by Resolution No. 2026-____, the District’s Overhead Rate.

B. GANN Appropriations Limit Review

Recommendation: Staff recommends that the Board of the Orange County Cemetery District adopt by Resolution No. 2026-____, the Annual Maximum Appropriations Limitation for the Fiscal Year 2026-27.

C. 2026-27 District Fee Review

Recommendation: Staff recommends that the Board review and adopt by Resolution No. 2026-____, the District Master Fee Schedule, to be effective July 6, 2026.

D. 2026-27 Fiscal Year Budget

Recommendation: Staff recommends that the Board adopt Resolution No. 2026-____, a Resolution of the Orange County Cemetery District Board of Trustees adopting the Budget for Fiscal Year 2026-27 and

District Fund Budget Units

| | |
|---------------------------|-------------|
| 754 General Fund | \$9,728,673 |
| 756 Endowment Income..... | \$215 |

E. Gypsum Canyon Cemetery Development Professional Engineering Services Proposal

Recommendation: Staff recommends that the Board approve the proposal with Huitt-Zollars, Inc. in the amount of \$61,900.

F. Biennial Conflict of Interest Policy Review

Recommendation: Staff recommends that the Board approve deleting the vacant “Accountant” and “Administrative Manager” positions from the District list of officials required to comply with the Conflict of Interest Code.

G. Board Policy Manual Review

Recommendation: General Counsel and staff recommend that the Board of Trustees of the Orange County Cemetery District review and approve the following Board Policies and adopt them by Resolution 2026-__.

Article 130 – Risk Management

[Incident Report Policy](#)

[Tort Claims Policy](#)

Article 170 – Interments

[Burial Rights Successor Policy](#)

Article 180 – Accessibility

[Americans with Disabilities Act – Grievance Policy](#)

IX. ITEMS FOR FUTURE AGENDAS

X. BOARD COMMENTS

- A. Memorial Day Program – Santa Ana Cemetery, 10:00 a.m.
- B. Memorial Day Programs – Anaheim Cemetery and El Toro Memorial Park, 11:00 a.m.

XI. ANNOUNCEMENTS

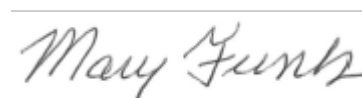
- A. CSDA General Managers Leadership Summit, Newport Beach, June 29-30, 2026
- B. [CSDA Annual Conference, Palm Desert, CA, August 24-27, 2026](#)

XII. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Tuesday, July 7, 2026, 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.



By: Mary Funk, Board Secretary
Date: May 29, 2026

