

**ORANGE COUNTY
CEMETERY DISTRICT**

**REGULAR MEETING
OF
THE BOARD OF TRUSTEES**



**January 9, 2018
11:00 A.M.**

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

Maribel Marroquin, First District

**Kelly Rivers
Chair
Second District**

**Cynthia Ward, Fourth District
Vice Chair**

William E. Nelson, Third District

Noel Hatch, Fifth 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 Rivers**
- II. PLEDGE OF ALLEGIANCE – Chair Rivers**
- 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. [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 5, 2017.

B. [Approval of Check Registers - January 2018](#)

Recommendation: Staff recommends that the Board approve check registers #98, #99, #100, #101, #102, #103, #104, #105, #106, #107, #92, #108, #109, #110, #111, #113 and #114.

C. [Trustee Cynthia Ward Absence at Regular Board Meeting – December 5, 2017](#)

Recommendation: Staff recommends that the Board excuse the absence of Trustee Cynthia Ward at the December 5, 2017 Regular Meeting.

VI. GENERAL MANAGER’S REPORTS

A. [Interment and Interment Space Sales Reports - November 2017](#)

B. [Financial Reports – November 2017](#)

C. [December Investment Portfolio Changes](#)

D. [Capital Projects Update](#)

E. [Strategic Plan Dashboard](#)

VII. UNFINISHED BUSINESS – None

VIII. NEW BUSINESS

A. [Independent Auditor’s Report](#)

The accounting firm of Vavrinek, Trine, Day & Associates submits financial statements and audit report for the fiscal year ending June 30, 2017.

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

B. [SDRMA Workers’ Compensation Resolution for Governing Body Member and/or Volunteer Coverage](#)

Recommendation: Staff recommends that the Board adopt Resolution No. 2018-____, A Resolution of the Orange County Cemetery District Board of Trustees declaring that Trustees, Volunteers, and certain designated individuals shall be deemed to be employees of the District solely for the purpose of providing workers’ compensation coverage while providing their services to the District.

C. [Board of Trustees – Committee Discussion and Member Selection](#)

Recommendation: Staff recommends that the Board review the Board of Trustees – Committee Overview and Duties Policy, determine the appropriate number of members for each committee and then select board members for each committee. The Board Chair will also select the Committee Chair for each of the three committees.

IX. ITEMS FOR FUTURE AGENDAS

X. CLOSED SESSION

Conference with Legal Counsel – Potential Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Section 54956.9: (One case)

XI. BOARD COMMENTS

- A. CSDA Executive Committee Meeting, Sacramento, Dec. 8, 2017
- B. Wreaths Across America – El Toro Memorial Park, December 16, 2017
- C. “Longest Night” Homeless Memorial Service, Anaheim Cemetery, Dec. 21, 2017
- D. ISDOC Executive Committee Meeting, Fountain Valley, January 9, 2018

XII. ANNOUNCEMENTS

- A. ISDOC Quarterly Meeting, Fountain Valley, January 25, 2018
- B. ISDOC Executive Committee Meeting, Fountain Valley, February 6, 2018
- C. CAPC Annual Conference, San Luis Obispo, February 22-24, 2018

XIII. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Tuesday, February 6, 2018, at 11:00 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 5, 2018



Mary Funk

By: Mary Funk
Title: Secretary