

ORANGE COUNTY CEMETERY DISTRICT

Board of Trustees

July 14, 2026

MINUTES

The monthly meeting of the Orange County Cemetery District Board of Trustees was called to order by Chair Noel Hatch at 10:03 a.m., in the Board Room of the Orange County Cemetery District, 25751 Trabuco Rd., Lake Forest, CA 92630.

The Pledge of Allegiance was led by Chair Hatch.

Roll Call by Board Secretary, Mary Funk

PRESENT:	Noel Hatch, Chair	Fifth District
	Raymond Schnell, Vice Chair	Third District
	Kelly Rivers	First District
	Donna Marsh Peery	Second District

STAFF:

- Tim Deutsch, General Manager
- Brenda Manriquez, Finance and Accounting Manager
- Mary Funk, Board Secretary
- Cemetery Manager, Bud Bales
- Cemetery Manager, Julio Amarillas

ALSO ATTENDING: Dave Kendig, General Counsel, Woodruff & Smart

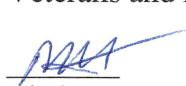
WELCOME TRUSTEE PEERY

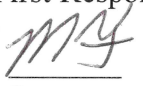
Chair Hatch welcomed the District's new Trustee Donna Marsh Peery who is representing Orange County's Second District.

Since Trustee Peery is a Tustin resident, Chair Hatch asked what she likes best about the city. Trustee Peery stated that it is the residents who make Tustin so special, coupled with the great leadership within the City. She added that if you have great leadership, everything else falls into place. Trustee Peery also shared a little bit about her family, her love for history, and her commitment to community service. Chair Hatch stated that the Board is delighted to have her join the District.

PUBLIC COMMENTS

Mr. Bobby McDonald who serves on the VALOR Board and is a United States Navy Veteran who served two tours in Vietnam, attended the Board Meeting. Mr. McDonald wanted to thank the Board and the District for everything they have done to help move forward the development of a State Veterans Cemetery in the County of Orange. GM Deutsch explained to the Board that Mr. McDonald has stepped in on several occasions to help lead tours for dignitaries at the Gypsum Canyon site which has been instrumental in keeping the project in the forefront of our legislators and State decision makers. At the request of Chair Hatch, Mr. McDonald share a little more about his military service in Vietnam and stated that he is very excited about the Allied Veterans and First Responders sections that will be located in the public cemetery at Gypsum


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Canyon. He also noted that he is looking forward to working closely with the District in working out how the Allied Veterans section will operate once the cemetery is developed.

CONSENT CALENDAR

- A. Approval of Minutes – Regular Board Meeting, June 2, 2026
- B. Approval of the June 2026 Check Register (Claims) Nos. 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203 and 204.
- C. Authorization of the August 2026 Check Register (Claims) Nos. 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33 and 34.

MOTION: of Trustee Rivers, seconded by Vice Chair Schnell and carried by a vote of 3-0-1 (with Trustee Peery abstaining since she was not present for the June 2nd Board meeting), approved the Consent Calendar.

MANAGER REPORTS

A. Interments and Interment Space Sales Reports – May 2026

The following interment and interment space sales for May 2026 were reviewed.

			<u>2025-2026</u>	<u>2024-2025</u>
ANAHEIM	Interments	8 (5 Urn)	86 (57 Urn)	69 (46 Urn)
	Lot Sales	1	38	33
EL TORO	Interments	67 (18 Urn)	724 (272 Urn)	797 (293 Urn)
	Lot Sales	41	461	482
SANTA ANA	Interments	30 (5 Urn)	327 (85 Urn)	262 (103 Urn)
	Lot Sales	23	244	150
TOTAL	Interments	105 (28 Urn)	1,137 (414 Urn)	1,128 (442 Urn)
	Lot Sales	65	743	665

GM Deutsch reported that Anaheim Cemetery sold one in-ground cremation space in May and staff conducted 8 interment services of which four were for in-ground cremation, one was a niche and there were three full casket interments. Year-to-date, Anaheim has conducted 86 interments compared to the 69 that were conducted in the previous year at this point. Anaheim is just a bit ahead on interment space sales with 38 year-to-date compared to 33 in the previous year. Anaheim's cremation rate is 66.28%.

GM Deutsch explained that El Toro Memorial Park's revenue has typically been the largest among the three cemeteries, but with inventory dwindling at El Toro and the road closures increasing inventory at Santa Ana, that is starting to even out. El Toro sold 41 interment spaces during May of which there were 25 full casket space sales, 2 infant space sales, 9 niches and 5



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in-ground cremation spaces sold. As expected, year-to-date, El Toro is behind last year's pace with 461 spaces sold in 2025-26 compared to 482 in the previous year. El Toro has approximately 191 full casket spaces remaining. If we do nothing, at the current rate of sale, GM Deutsch estimates that El Toro will be sold out by February 2027. GM Deutsch and Cemetery Manager Bud Bales are carefully examining each section of the cemetery to determine if there is room to add any additional spaces. He also explained that El Toro has no more roads that could be closed, although there may be some additional opportunities to develop new areas at Santa Ana Cemetery.

During the month of May, staff at El Toro conducted 67 interment services, and as expected, El Toro is behind last year's interment service numbers as well. Year-to-date, El Toro Staff have conducted 724 interment services this year compared to 797 in the previous year. El Toro's cremation rate is 37.57%. GM Deutsch also informed the Board that El Toro Memorial Park is no longer allowing sales of casket spaces for eligible non-residents. Eligible non-residents are still allowed to purchase cremation spaces.

Santa Ana Cemetery has had a huge uptick in sales with the addition of the new interment spaces that were generated from the road closures. In May, Santa Ana sold 23 interment spaces of which 19 were full caskets, 3 were niches, and 1 was an in-ground cremation sale. Year-to-date, Santa Ana has sold 327 interment spaces compared to 262 in the previous year. Santa Ana's cremation rate is at 25.9%.

If we are unable to add any additional spaces at Santa Ana, GM Deutsch estimates that Santa Ana will be sold out in May 2028. We hope to open the new cemetery sometime in 2028.

District-wide, we have sold 743 interment space sales year-to-date compared to 665 in the previous year. The District is just ahead of last year's pace for interment services with 1,137 services conducted this year, compared to 1,128 services last year.

B. Financial Reports – May 2026

Brenda Manriquez stated that revenues are on track. While space sales were down in May, the numbers were still better than what the District had anticipated. Revenues from Services and Taxable Sales were higher than expected and the District is netting out to almost zero. Most of the property tax is in and the numbers are already slightly higher than what was budgeted and it is possible to still get a little bit more for June.

Vice Chair Schnell asked about the large variance for Interment Space Sales. Brenda Manriquez explained that it took longer than expected for Santa Ana's road closures to get completed and made available for sale.

For expenses, Salaries and Benefits are higher due to the new MOU that was approved. Brenda Manriquez stated that any overages should be covered by the Economic Uncertainty Fund. She explained that the District sets aside 5% of its operating budget for the Economic Uncertainty Fund. As she looks at the year-end numbers, she will address any overages and report to the Board how much of the Economic Uncertainty Fund will be used. She stated that a budget adjustment will not be needed.


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Under Building and Improvements, we are under budget for the year, primarily because the \$1 million deposit required by the City of Anaheim for water and electrical has been delayed. GM Deutsch stated that in August he expects to bring a large contract to the Board for Huitt-Zollars.

Chair Hatch asked when dirt will actually be turned at Gypsum Canyon. GM Deutsch responded that he is hoping this will occur in 2027. He just authorized a \$50,000 contract revision for grading. GM Deutsch stated that there is enough dirt on both levels of the Gypsum Canyon property so we won't have to move dirt between the two developments and the keyways will not have to be altered. The only dirt that will be moved between the two developments will be for the roadway leading up to the Veteran Cemetery.

GM Deutsch said that in September he is hopeful the Board will also be given the contract to cap and relocate the abandoned pipeline.

GM Deutsch also stated that he is having a meeting with Orange County Fire Authority to discuss the removal of vegetation on the property which must be done before dirt can be moved. This will provide a training opportunity for OCFA while allowing the District to eliminate the vegetation at no cost. OCFA is proposing that this work be completed in January 2027.

GM Deutsch said he is expecting to get the Notice to Proceed from Anaheim Public Utilities for the water and electrical work at which time the District will need to pay that \$1 million down payment.

Brenda Manriquez stated that the Balance Sheet looks good. In looking at the year end preliminary numbers for June she expects revenues to be just short of \$9 million. She has completed some, but not all of the year-end accruals and for expenses we are at about \$8.1 million which will change once all the accruals are complete. But she is estimating the District will end up with about a \$500,000 surplus.

Interest through this fiscal year in the General Fund is at about \$1.2 million and if you look at all four funds interest is totaling about \$2.27 million, which is better than the prior year even though rates have come down.

Vice Chair Schnell stated that the financials look fantastic and he credited the staff with wisely managing overtime and being as efficient as possible in very uncertain times with the economy, oil prices, and war. Staff have done a good job squeezing out as much revenue as possible.

C. Investment Portfolio Changes - June 2026

GM Deutsch explained that the Investment Portfolio report shows what investments have changed over the last month. The District has two outside advisors that recommend options as investments mature. For the Income Funds we are trying to keep things short. For the Principal Funds we go out up to five years looking to maximize yields. The District is also keeping terms under one year for the Pre-Need Fund just in case we need to use that in the new development.

The report also shows what investments are coming due in the next six months although a lot of investments do get called early.


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Vice Chair Schnell stated that the Chair of the Federal Reserve is talking about increasing rates so perhaps there will be opportunities to increase yields.

GM Deutsch said the end of the report gives a comparison of rates for pooled funds. The District has money in all of those funds except for LAIF which is included just for comparison purposes. GM Deutsch stated that he had heard that California Class will be having a new investment option coming sometime soon, which he will be watching for.

D. Capital Projects Update

GM Deutsch explained that this report is a summary of all the activity that has taken place over the last month in regards to the development of the new cemetery and improvements for the existing three cemeteries.

GM Deutsch said that because there are not many cemetery districts in CSDA, he gets a lot of invitations to attend educational meetings with legislators who are learning about special districts. This is good because it provides opportunities to update legislators on the project keep the new cemetery development in the forefront of their minds.

Anaheim Public Utilities will be meeting with GM Deutsch later that day about the Notice to Proceed for the electrical and water extensions for the new cemetery.

GM Deutsch stated that he has also reached out to the International Olympic Committee about the possibility of flying an Olympic flag at Gypsum Canyon during the 2028 games. He is waiting to hear back. Ideally we would fly both the US flag at the top of the pole and the Olympic flag directly beneath it.

GM Deutsch also stated that apart from the normal project team meetings, the District also received the press release from Assemblymember Quirk-Silva announcing the additional \$9 million in funding that has been secured for the Veterans cemetery to help fund some of the shared costs such as utilities, grading, and the bridge.

He also noted that staff have authorized a contractor to make repairs on niche walls at Santa Ana Cemetery.

GENERAL COUNSEL REPORT - NONE

NEW BUSINESS

A. Equipment Purchase Approval

GM Deutsch explained that a new truck is needed for the Equipment Mechanic so that he is able to tow smaller equipment to the different cemeteries and to Gypsum Canyon as needed. Currently the Irrigation staff, Martin Galvez and Jose Avila, are sharing a truck. The Equipment Mechanic's old truck will go to Jose Avila.

The new truck will also be equipped with a diesel gas tank so that he can fill up with diesel and refuel equipment like the backhoes more efficiently.


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GM Deutsch expects this new truck to last 12 to 15 years. It won't get heavy mileage, but it will be used daily.

MOTION: of Vice Chair Schnell, seconded by Rivers, and carried by a vote of 4-0, approved the purchase of the 2026 Chevrolet Silverado 2500 Truck from Selman Chevrolet in Orange and authorized the General Manager to execute the purchase order in the amount of \$67,780.63.

B. CSDA Board of Directors Seat C – Southern Network Election 2026

GM Deutsch explained that every two years CSDA holds elections. There are three seats for the Southern Network and this year Seat C is up for election. There are four candidates to consider including Nikki Winslow from the Altadena Library District; Jason Dafforn from the Valley Sanitary District; John Horst from the Trabuco Canyon Water District; and Melinda Sedmak from the Twentynine Palms Public Cemetery District.

Chair Hatch stated that he would like to see more diverse representation with less water district candidates. He also stated that he has a connection to Altadena and would like to support Nikki Winslow. Trustee Rivers was fine with that choice as well.

MOTION: of Trustee Peery, seconded by Trustee Rivers and carried by a vote of 4-0, selected Nikki Winslow, District Director of Altadena Library District as the candidate the Board of the Orange County Cemetery District would like to vote for in the CSDA Board of Directors election for the Southern Network – Seat C.

GM Deutsch said he would execute the electronic ballot accordingly.

C. Board Policy Manual Review

GM Deutsch explained that there is one new policy that he would like the Board to approve. It is the Article 150 - Camera and Video Surveillance Policy. He explained that the District places cameras in office areas where staff are interacting with families and handling cash or financial transactions. There are also cameras on the grounds at each cemetery to try to discourage any criminal activity or to capture any accidents or altercations. While we have had these cameras for some time, we have never had a policy for it. Barbara Braileanu from our General Counsel's office also reviewed the policy. Vice Chair Schnell wanted to make sure the cameras would not disclose any personal or private information of families who may be meeting with staff. Chair Hatch also wanted to know how long the video footage is kept. GM Deutsch stated that the video is only kept for 30 days and the cameras record over old footage as it ages past that 30 days. The only people outside of the office who would have access would be law enforcement upon their request.

MOTION: of Vice Chair Schnell, seconded by Trustee Peery and carried by a vote of 4-0, adopted Orange County Cemetery District Resolution 2026-09, approving the Article 150 – Camera and Video Surveillance Policy.

ITEMS FOR FUTURE AGENDAS - None

GM Deutsch said that at the August Meeting Larry Ryan with RJM will be in attendance along with Huitt-Zollars who will be presenting a sizable contract for Board approval. GM Deutsch

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said we also may have to do a budget adjustment since the contract will be over \$900,000. However, this is an important next step in the new cemetery development and includes the engineering for the water, grading, and other infrastructure needs so that we can get this contract out to bid.

Finance and Accounting Manager, Brenda Manriquez stated that she will also be including an audit update.

GM Deutsch said that we will likely push all of the financial board policy review back to September.

BOARD COMMENTS

A. CAPC Planning Meeting – San Luis Obispo, June 7-8, 2026

Trustee Rivers stated that she attended the meeting and was discouraged and surprised to see a bit of division between managers and trustees, but is confident it can be resolved.

B. CSDA General Managers Leadership Summit, Newport Beach, June 29-30, 2026,

GM Deutsch said he attended this conference and there were a lot of good presenters. It was also a great opportunity to network with the vendors who otherwise would not be local. Since the conference was held in Newport Beach, it was very convenient for him to attend with no need for a hotel stay.

ANNOUNCEMENTS

A. ISDOC Quarterly Meeting, Fountain Valley, July 30, 2026, 11:30 a.m.

GM Deutsch stated that the featured speaker will be Neil McCormick, CSDA's Chief Executive Officer. GM Deutsch stated that he was already registered to attend. Both Chair Hatch and Trustee Rivers requested to be registered.

B. CSDA Annual Conference, Palm Desert, CA, August 24-27, 2026

GM Deutsch said that the CSDA Annual Conference will be held in Palm Desert. No one from our District will be attending this year.

C. CAPC Annual Education Seminar, Burlingame, CA October 9-10, 2026

Trustee Rivers will be attending. The content is good for staff and GM Deutsch will determine if any other staff will be attending.

The next regular meeting will be held on **Tuesday, August 4, 2026** CA 92630.

There being no further business, the meeting was adjourned at 11:26 a.m.



CHAIR



BOARD SECRETARY


Chair
Secretary