

**ORANGE COUNTY
CEMETERY DISTRICT**

**July 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

IMPORTANT NOTICE

DUE TO THE CORONAVIRUS (COVID 19) EMERGENCY, MEMBERS OF THE PUBLIC SHALL NOT ATTEND THIS MEETING IF THEY ARE EXPERIENCING SYMPTOMS OF RESPIRATORY ILLNESS, INCLUDING FEVER OR COUGH.

TELECONFERENCE

AGENDA

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

MEMBERS OF THE PUBLIC WILL BE ABLE TO LISTEN TO THE TELECONFERENCE REGULAR BOARD MEETING AND SUBMIT PUBLIC COMMENTS VIA TELEPHONE AT THE DISTRICT'S OFFICE.

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 teleconferenced Regular Board Meeting of June 2, 2020.

B. Approval of Check Registers – July 2020

Recommendation: Staff recommends that the Board approve check registers #1, #2, #3, #4, #5, #6, #7, #8, #9, #10, #11, #12, #13, #14, #15, and #16.

C. District Overhead Rate

Recommendation: Staff and the Finance and Investment Committee recommend that the Board approve the District's Overhead Rate and adopt by Resolution No. 2020-_____.

D. Gann Appropriations Limit Review

Recommendation: Staff and the Finance & Investment Committee recommends that the Board adopt by Resolution No. 2020-____, a Resolution of the Orange County Cemetery District Board of Trustees adopting the Annual Maximum Appropriations Limitation for the Fiscal Year 2020-21.

VI. MANAGER'S REPORTS

A. Interment and Interment Space Sales Reports - May 2020

B. Financial Reports – May 2020

- C. [Investment Portfolio Changes – June 2020](#)
- D. [Capital Projects Update](#)

VII. UNFINISHED BUSINESS

- A. [COVID-19 Update – Oral Report](#)

VIII. NEW BUSINESS - NONE

IX. COMMITTEE REPORTS – Finance & Investment Committee Meeting, June 23, 2020

- A. [2020-21 District Fee Review and Adoption by Resolution No. 2020-_____](#)

Recommendation: Staff and the Finance and Investment Committee recommend that the Board review and adopt by Resolution No. 2020-____, the District Master Fee Schedule, to be effective August 10, 2020.

- B. [2020-21 Fiscal Year Budget](#)

Recommendation: Staff and the Finance and Investment Committee recommend that the Board adopt Resolution No. 2020-____, A Resolution of the Orange County Cemetery District Board of Trustees adopting the Budget for Fiscal Year 2020-21 and

District Fund Budget Units

754 General Fund.....	\$6,004,700
756 Endowment Income	\$200
757 Pre-Need	\$325,300

X. ITEMS FOR FUTURE AGENDAS

XI. BOARD COMMENTS

- A. CSDA Exhibitor Series – Stifel Investment Services, July 1, 2020
(Video Conferenced)

XII. ANNOUNCEMENTS

- A. ISDOC Quarterly Meeting – July 23, 2020 via Zoom

XIII. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Tuesday, August 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: July 3, 2020



Mary Funk

By: Mary Funk
Title: Secretary