

**ORANGE COUNTY
CEMETERY DISTRICT**

**June 4, 2019
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

William E. Nelson, Third District

Kelly Rivers, Second District

**Cynthia Ward
Chair
Fourth District**

**Noel Hatch, Fifth District
Vice Chair**

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 Ward**
- II. PLEDGE OF ALLEGIANCE – Chair Ward**
- 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 May 7, 2019.

B. Approval of Check Registers – June 2019

Recommendation: Staff recommends that the Board approve check registers #179, #180, #181, #182, #183, #184, #185, #186, #187, #188, #189, #190, #191, #192, #193 and #194.

VI. GENERAL MANAGER'S REPORTS

A. Interment and Interment Space Sales Reports - April 2019

B. Financial Reports – April 2019

C. May Investment Portfolio Changes

D. Capital Projects Update

E. Strategic Plan Dashboard

VII. UNFINISHED BUSINESS - None

VIII. NEW BUSINESS

A. New Cemetery Development Site Assessment Consulting Proposals

1. Fuscoe Engineering
2. LSA Associates, Inc.
3. Leighton Consulting, Inc.

Recommendation: Staff recommends that the Board approve and authorize the General Manager to execute the requisite professional service agreements with 1) Fuscoe Engineering, Inc. in the amount of \$95,500; 2) LSA Associates, Inc in the amount of \$33,250; and 3) Leighton Consulting, Inc. in the amount of \$87,300.

B. [SDRMA 2019 Board of Directors Election](#)

Recommendation: Staff recommends that the Board discuss and adopt the selection of no more than three of the candidates for the SDRMA Board of Directors.

C. [Approval of Additional Contingency – El Toro Niche and Restroom Upgrade Project](#)

Recommendation: Staff recommends that the Board authorize the General Manager to execute the requisite contract and approve any change orders up to 10% of the contract or \$141,200.

D. [OCERS Unfunded Actuarial Accrued Liability \(UAAL\) Payoff 2019](#)

Recommendation: Staff recommends that the Board approve the payoff of the District's UAAL with OCERS in the amount to be determined prior to June 14, 2019.

IX. ITEMS FOR FUTURE AGENDAS

X. BOARD COMMENTS

- A. Anaheim Cemetery 2019 Historical Tour – Planning Meeting, April 3, 2019
- B. Orange County Council of Governments (OCCOG) 2019 General Assembly, Anaheim, April 12, 2019
- C. ISDOC Executive Committee Meeting, Fountain Valley, May 14, 2019
- D. CAPC Local Area Meeting, Dearborn Cemetery, Poway, May 16, 2019 (10a -1p)
- E. Memorial Day Programs at all District Cemeteries, May 27, 2019
- F. ISDOC Executive Committee Meeting, June 4, 2019

XI. ANNOUNCEMENTS

- A. CSDA GM Leadership Summit, Newport Beach, June 23-25, 2019
- B. CSDA Board Planning Session, Newport Beach, June 26-27, 2019
- C. ISDOC Quarterly Meeting, Fountain Valley, June 27, 2019
- D. ISDOC Executive Committee Meeting, Fountain Valley, July 2, 2019

XII. CLOSED SESSION (Scheduled Time at 11:00 am)

Conference with Labor Negotiators pursuant to Government Code Section 54957.6(a):
District designated representative: Chief Negotiator Oliver Yee, General Counsel Steven B. Quintanilla.

Employee Organization: Groundskeeping Unit (Service Employees International Union Local 721 CTW-CLC).

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

XIII. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Tuesday, July 2, 2019, 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: May 31, 2019



Mary Funk

By: Mary Funk
Title: Secretary