

**ORANGE COUNTY
CEMETERY DISTRICT**

**March 7, 2023
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-Waldram,
First District**

**Cynthia Ward, Vice Chair
Fourth District**

**Vladimir A. Anderson
Third District**

**Kelly Rivers
Chair
Second 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 Kelly Rivers**
- II. PLEDGE OF ALLEGIANCE – Chair Kelly 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 teleconferenced Regular Board Meeting of February 7, 2023.

B. Approval of Check Registers – March 2023

Recommendation: Staff recommends that the Board approve check registers #128, #129, #130, #131, 132, #133, #134, #135, #136, #137, #138, #139, #140, #141, #142 and #143.

C. Approval of the Investment Policy for 2023

Recommendation: The Finance and Investment Committee and staff recommend that the Board approve the 2023 Investment Policy.

VI. MANAGER’S REPORTS

A. Interment and Interment Space Sales Reports - January 2023

B. Financial Reports – January 2023

C. Investment Portfolio Changes – February 2023

D. Capital Projects Update

E. County of Orange Retiree Medical Program Update (Oral Report)

VII. GENERAL COUNSEL REPORT

VIII. NEW BUSINESS

A. Resolution Allowing the Public to Participate in Regular Meetings of the Board of Trustees pursuant to California Government Code Section 54953 as amended by Assembly Bill No. 361

Recommendation: Legal Counsel recommends that the Board of Trustees adopt Resolution 2023-____, allowing the public to participate remotely in regular meetings of the Board of Trustees pursuant to California Government Code Section 54953, as amended by Assembly Bill No. 361.

B. Board Acceptance of Construction Project – Water Line Replacement Project

Recommendation: Staff recommends that the Board accept the Water Line Replacement Project and authorize the General Manager to release the retention amount of \$3,939.95 to Brightview Landscape Services Company.

IX. COMMITTEE REPORT – Finance and Investment Committee, Feb. 22, 2023

- A. [Mid-Year Budget Review](#)
- B. [2023-24 Fiscal Year Budget Preparation Discussion](#)
- C. [Investment Strategy 2023](#)
- D. [New Cemetery Development Funding – Debt Service Payment Scheduling](#)

Recommendation: Staff and the Finance and Investment Committee recommend that the Board authorize the General Manager to execute the payment in the amount of \$610,706.55 to American Rivera Bank for the March 14, 2023 debt service payment.

X. ITEMS FOR FUTURE AGENDAS

XI. BOARD COMMENTS

XII. ANNOUNCEMENTS

- A. [CAPC Annual Conference – Seaside, CA, March 23-25, 2023](#)
- B. **ISDOC Quarterly Meeting – Virtual, March 30th, 11:30 a.m.**
Featuring Speakers from Best, Best & Krieger – Government Affairs

XIII. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Tuesday, April 4, 2023, 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: March 3, 2023



Mary Funk

By: Mary Funk
Title: Secretary