



Orange County Cemetery District

Agenda

Regular Meeting of the Board of Trustees

February 3, 2026 at 10:00 a.m.

25751 Trabuco Road, Lake Forest, CA 92630

Board of Trustees

Noel Hatch - Chair, Fifth District

Ray Schnell – Vice Chair, Third District

Maribel Marroquin-Waldram, First District

Kelly Rivers - Second District

Vacant - Fourth District

General Manager

Tim Deutsch

General Instructions

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 Board Secretary at (949) 951-9102, ext. 110. 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 Road., 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 [The Orange County Cemetery District website.](#)

Instructions for Remote Attendance

Pursuant to Orange County Cemetery District Resolution 2023-01, effective March 7, 2023, the public may observe the meeting and offer Public Comment remotely via Zoom as follows:

[Join the Zoom Meeting.](#)

Enter Meeting ID: 828 2198 4960 Enter Passcode: 674606

- The virtual conference room will open. If you receive a message reading, “Please wait for the host to start this meeting,” simply remain in the room until the meeting begins.
- During Public Comments, use the “raise hand” function located in the participant’s window and wait for a staff member to announce your name and unmute your line when it is your turn to speak. Comments are limited to three minutes or as otherwise directed.

To participate via telephone: Call (669) 900-9128.

During Public Comments, press *9 to add yourself to the queue and wait for a staff person to announce your name or phone number and press *6 to unmute your line when it is your turn to speak. Comments are limited to three minutes or as otherwise directed.

Please know that it is important for the Orange County Cemetery District to allow public participation at this meeting. If you are unable to participate via the processes just described, please contact the Board Secretary at (949) 951-9102 or email the Board Secretary at m.funk@orccd.com and staff will attempt to accommodate you.

I. CALL TO ORDER – Chair Hatch

II. PLEDGE OF ALLEGIANCE – Chair Hatch

III. ROLL CALL – Secretary

IV. PUBLIC COMMENTS

V. CONSENT CALENDAR

All matters on the Consent Calendar are considered routine and may 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, January 6, 2026

Recommendation: Staff recommend that the Board approve the minutes for the Regular Board Meeting of January 6, 2026.

B. Approval of Check Register – January 2026

Recommendation: Staff recommend that the Board approve check registers #103, #104, #105, #106, #107, #108, #109, #110, #111, #112, #113, #114, #115, #116, #117, #118, and #119.

C. Authorization of March 2026 Claims

Recommendation: Staff recommend that the Board authorize the following Claim numbers for March 2026: #137, #138, #139, #140, #141, #142, #143, #144, #145, #146, #147, #148, #149, #150, #151, #152 and #153.

D. Quarterly Investment Report

Recommendation: Staff recommends that the Board accept the District Quarterly Investment Report and Certification for December 31, 2025, pursuant to Government Code §53646(b)(1)

VI. MANAGER’S REPORTS

A. Interment Services and Interment Space Sales Reports

B. Financial Reports – December 2025

C. Finance & Investment Committee Discussion

D. Interest Rates – December 2025

E. Investment Portfolio Changes – January 2026

F. Capital Projects and Fixed Asset Accounts Update

G. Eagle Scout Project – Gypsum Canyon (Oral Report)

H. Staff Appreciation and Awards Luncheon (Oral Report)

VII. NEW BUSINESS

A. Proposed Amendments to ISDOC Bylaws

Recommendation: Staff recommends that the Board of Trustees review and discuss the proposed amendments to ISDOC’s Bylaws and authorize the General Manager to submit the executed ballot to ISDOC before the February 27, 2026 deadline.

B. Proposal Review for General Counsel Services

Buchalter Proposal

Woodruff & Smart Proposal

Recommendation: Staff recommends that the Board of Trustees review and discuss which action the District should take as it pertains to the selection of Legal Counsel to represent the District.

C. Board Policy Manual Review

Recommendation: General Counsel and staff recommend that the Board of Trustees of the Orange County Cemetery District review and approve the following Board Policies and adopt them by Resolution 2025-___.

Article 170: Interments

Interment Rights Policy

Residency Determination Policy

Eligible Nonresidents Policy

Preneed Purchase Policy

Purchase and Repurchase of Interment Sites/Spaces and Related Services Policy

Disinterment Policy

[Abandoned and Unclaimed Cremains Policy](#)
[Interment of Decedents for Whom the County is Responsible](#)
[Temporary Markers Policy](#)
[Memorial Marker and Niche Plate Special Requirements and Specifications Policy](#)
[Memorial Markers, Niche Plates and Memorial Name Strips Placement Policy](#)
[U.S. Military Veterans Markers and Medallions Policy](#)

D. [State Advocacy Services for Gypsum Canyon Development](#)

Recommendation: Staff recommends that the Board review and discuss the engagement of Rojas Public Affairs to create a State Government Funding and Outreach Program, and direct the General Manager to take appropriate action.

E. [Gypsum Canyon Cemetery Development – Anaheim Public Utilities Added Facilities Authorization](#)

Recommendation: Staff recommends that the Board authorize the General Manager to execute the Anaheim Public Utilities Added Facilities Letter.

VIII. ITEMS FOR FUTURE AGENDAS

IX. BOARD COMMENTS

- A. Garden of Innocence Service, El Toro Memorial Park, Jan. 24, 2026
- B. ISDOC Quarterly Luncheon, January 29, 2026, Fountain Valley

X. ANNOUNCEMENTS

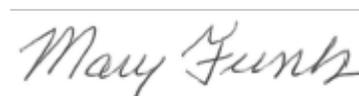
- A. [California Association of Public Cemeteries, Annual Conference, Garden Grove, March 19-21, 2026](#)
- B. [CSDA Legislative Days, April 7-8, 2026, Sacramento, CA](#)

XI. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Tuesday, March 3, 2026, 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.



By: Mary Funk, Board Secretary
Date: January 30, 2026

