

**ORANGE COUNTY
CEMETERY DISTRICT**

**November 6, 2018
10:00 A.M.**

**REGULAR MEETING
OF
THE BOARD OF TRUSTEES**



**DISTRICT OFFICE
EL TORO MEMORIAL PARK
25751 TRABUCO ROAD
LAKE FOREST, CA 92630**

Maribel Marroquin, First District

**Cynthia Ward, Fourth District
Vice Chair**

William E. Nelson, 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 Rivers**
- II. PLEDGE OF ALLEGIANCE – Chair 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 Regular Board Meeting of October 2, 2018.

B. [Approval of Check Registers - November 2018](#)

Recommendation: Staff recommends that the Board approve check registers #67, #68, #69, #70, #71, #72, #73, #74, #75, #76, #77, #78, #79, #80, and #81.

C. [Quarterly Investment Report](#)

Recommendation: Staff recommends that the Board accept the District Quarterly Investment Report and Certification for September 30, 2018, pursuant to Government Code §53646(b)(1).

D. [2018 Biennial Notice for Conflict of Interest Codes](#)

Recommendation: Staff recommends that the Board approve amending the “Assistant to the General Manager” position to “Administrative Manager” to the District list of officials required to comply with the Conflict of Interest Code.

VI. GENERAL MANAGER’S REPORTS

A. [Interment and Interment Space Sales Reports - September 2018](#)

B. [Financial Reports – September 2018](#)

C. [Interest Rates – September 2018](#)

D. [October Investment Portfolio Changes](#)

E. [Capital Projects Update](#)

F. [Strategic Plan Dashboard](#)

G. [Audit Update \(Oral Report\)](#)

H. [Financial Operational Changes \(Oral Report\)](#)

I. [County of Los Angeles – Public Cemetery District Meeting \(Oral Report\)](#)

VII. UNFINISHED BUSINESS – None

VIII. NEW BUSINESS - None

IX. ITEMS FOR FUTURE AGENDAS

X. BOARD COMMENTS

- A. CAPC Annual Education Seminar and Area Meeting, South Lake Tahoe, October 5-6, 2018
- B. ISDOC Quarterly Meeting, Fountain Valley, Oct. 25, 2018
- C. CSDA Professional Development Committee Meeting, Sacramento, Nov. 1, 2018
- D. Dia de los Muertos, Anaheim Cemetery, Nov. 2, 2018 from 6 p.m. to 8 p.m.
- E. ISDOC Executive Committee Meeting, Fountain Valley, Nov. 6, 2018

XI. ANNOUNCEMENTS

- A. Veterans Day Program, El Toro Memorial Park, Sun. Nov. 11, 2018, at 11:00 a.m.
- B. CSDA Board Meeting, Sacramento, Nov. 15, 2018
- C. ISDOC Executive Committee Meeting, Fountain Valley, Dec. 4, 2018
- D. Angel of Hope Candlelight Service, El Toro Memorial Park, Dec. 6, 2018 at 7 p.m.
- E. Wreaths Across America, El Toro Memorial Park, Dec. 15, 2018 at 9 a.m.

XII. CLOSED SESSION

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, December 4, 2018, 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: November 1, 2018



Mary Funk

By: Mary Funk
Title: Secretary