

**ORANGE COUNTY
CEMETERY DISTRICT**

**March 3, 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

AGENDA

- I. CALL TO ORDER – Chair Hatch**
- II. PLEDGE OF ALLEGIANCE – Chair Hatch**
- 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 February 4, 2020.

B. Approval of Check Registers – March 2020

Recommendation: Staff recommends that the Board approve check registers #133, #134, #135, #136, #137, #138, #139, #140, #141, #142, #143, #144, #145, #146, #147, #148 and #149.

VI. MANAGER’S REPORTS

A. Interment and Interment Space Sales Reports - January 2020

B. Financial Reports – January 2020

C. Investment Portfolio Changes – February 2020

D. Capital Projects Update

E. New Cemetery Development Update – Oral Report

VII. UNFINISHED BUSINESS - None

VIII. NEW BUSINESS

A. Strategic Planning Proposal Review and Discussion

Rauch Communication Consultants, Inc.

Southlake Public Affairs

Wild Card Strategy

Recommendation: Staff recommends that the Board review and discuss the consulting proposals for Strategic Planning and direct the General Manager to approve a proposal and professional services agreement.

B. [Equipment Purchase Approval](#)

Recommendation: Staff recommends that the Board approve the purchase of the 2020 Ford Transit 10-Passenger Van with All-Wheel Drive and authorize the General Manager to execute the purchase order for the van.

C. [Cemetery Development Geotechnical Planning & Design Evaluation Consulting Proposal](#)

Recommendation: Staff recommends that the Board approve the proposal and authorize the General Manager to execute the requisite professional service agreement with GMU in the amount of \$36,200.

IX. ITEMS FOR FUTURE AGENDAS

X. BOARD COMMENTS

- A. Supervisor Wagner Press Conference, Gypsum Canyon Site, Feb. 14, 2020
- B. CAPC Annual Conference, Oxnard, February 20-22, 2020

XI. ANNOUNCEMENTS

- A. CAPC Local Area Meeting, Laurel Cemetery – Murrieta Valley Cemetery District, March 18, 2020 - 10:00 a.m. to 1:00 p.m.
- B. OCCOG General Assembly, Anaheim, March 20, 2020, 8:00 a.m. to 4:00 p.m.

XII. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Tuesday, April 7, 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: February 28, 2020



Mary Funk

By: Mary Funk
Title: Secretary