

ORANGE COUNTY CEMETERY DISTRICT  
Board of Trustees  
February 3, 2009

MINUTES

The monthly meeting of the Orange County Cemetery District Board of Trustees was called to order by Chairman Vivien Owen at 10:07 a.m., in the Board Room of the Orange County Cemetery District, 25751 Trabuco Rd., Lake Forest, CA 92630.

PRESENT: Vivien Owen, Chairman First District  
Maureen Rivers Second District  
William E. Nelson, Vice-Chairman Third District  
Frank C. Brix, Sr. Fourth District

ABSENT: Leslie Keane (excused) Fifth District

Staff: Tim Deutsch, General Manager  
Dianna Torrence, Assistant to General Manager  
Kathleen Mauzey, Secretary

Also Attending: Barbara Raileanu, Attorney - Woodruff, Spradlin & Smart

MOTION of Trustee Rivers, seconded by Trustee Nelson and unanimously carried, approved the meeting minutes of January 6, 2009, without correction.

MOTION of Trustee Rivers, seconded by Trustee Nelson and unanimously carried, approved the payment of February 2009, Check Registers (Claims) Nos. 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129 and 130.

The following interment and lot sales for December 2008 were reviewed:

			<u>2008-09</u>	<u>2007-08</u>
ANAHEIM	Interment	8 (0 Urn)	69 (11 Urn)	76 (22 Urn)
	Lot Sales	6	58	55
EL TORO	Interments	37 (17 Urn)	215 (82 Urn)	221 (62 Urn)
	Lot Sales	22	187	310
SANTA ANA	Interments	23 (3 Urn)	132 (15 Urn)	135 (19 Urn)
	Lot Sales	17	116	136
TOTAL	Interments	68 (20 Urn)	416 (108 Urn)	432 (103 Urn)
	Lot Sales	45	361	501

  
Chairman

  
Secretary

The interest rate on invested funds for the month of December 2008:

- Orange Co. Treasurer Pooled Funds – 2.17%
- AGE/Wachovia. – 4.73% (Endowment Principal)
- AGE/Wachovia. – 4.31% (Endowment Income)
- UBS Financial Services – 5.16% (Endowment Principal)
- UBS Financial Services – 4.67% (Endowment Income)

The Board reviewed the Financial Reports for December 2008.

The Board reviewed the Capital Projects status report. GM Deutsch reported that a meeting was held with seven asphalt contractors to discuss the project at all three cemeteries. Bids will be returned in three weeks. Spectra Company completed work on the Historical Arch and Founders Monument at Anaheim Cemetery. J. C. Case completed work on the Anaheim mausoleum. Work is progressing on the Upper Los Alisos project at El Toro Memorial Park. Photographs were provided on the projects.

The Board reviewed the space inventory for the District. The Board requested an update every 6 months.

The Board reviewed the update on land acquisition and public affairs project. GM Deutsch met with representatives of AERA Energy LLC which has several parcels of land in North Orange County. A site walk took place on January 29<sup>th</sup> on a parcel on Carbon Canyon Road. .

The Board reviewed the Strategic Plan update.

GM Deutsch attended the ISDOC meeting on January 29, 2009. The topic was the State Budget Deficit and Related Economic Challenges.


The CAPC Annual Meeting will be held in San Luis Obispo on March 26-28, 2009. Trustees Owen, Brix, Rivers and Nelson plan to attend.

Barbara Raileanu, General Counsel, informed the Board that the General Manager's employment agreement will expire and asked the Board to extend the existing contract by amendment. Barbara Raileanu will meet with the Personnel Committee in February to negotiate an employment agreement and the Board will meet in March to discuss the agreement.

**MOTION** of Trustee Rivers, seconded by Trustee Nelson and unanimously carried, approved the First Amendment to Agreement of Employment with Timothy Deutsch to serve as General Manager for an additional one year term under the same terms and conditions set forth in the existing Agreement.

Barbara Raileanu left the meeting at 11:45 a.m.

  
Chairman

  
Secretary

The Board reviewed the proposed revisions to the Public Cemetery Law. The Board requested that GM Deutsch contact former GM Randall for his comments as he had been involved in revisions to the Public Cemetery Law in the past.

The Board reviewed the Quarterly Investment Report.

**MOTION** of Trustee Nelson, seconded by Trustee Rivers and unanimously carried, accepted the District Quarterly Investment Report and Certification for December 31, 2008, pursuant to California Government Code §53646(b)(1).

The Investment Committee had no report.


The Budget Committee will meet in February to discuss the mid-year budget review, contract with Curt Pringle & Associates, and fees for new sections at El Toro Memorial Park.

The Personnel Committee will meet in February to discuss the General Manager's Employment Agreement.

The Public Relations committee had no report.

The next regular meeting will be held on **Tuesday, March 3, 2009**, at 10:00 a.m., at the Orange County Cemetery District.

There being no further business, the meeting was adjourned at 11:55 a.m.

  
Chairman

  
Secretary