

ORANGE COUNTY CEMETERY DISTRICT
Board of Trustees
January 6, 2009

MINUTES

The monthly meeting of the Orange County Cemetery District Board of Trustees was called to order by Chairman Vivien Owen at 11:20 a.m., at the Lone Star Steakhouse, 24231 Avenida de la Carlota, Laguna Hills, CA.

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

ABSENT: None

Staff: Tim Deutsch, General Manager
Dianna Torrence, Assistant to General Manager
Kathleen Mauzey, Secretary
Thomas Martin, Assistant to General Manager
Bill Stelter, Manager
Bud Bales, Manager
Julio Amarillas, Manager


Also Attending: Barbara Raileanu, Attorney
Kelly Rivers


MOTION of Trustee Keane seconded by Trustee Brix and carried by a vote of 3-0-1 (Trustee Nelson abstained, Trustee Rivers absent for vote), approved the meeting minutes of December 2, 2008, without correction.

Trustee Rivers joined the meeting at 11:30 a.m.

MOTION of Trustee Keane seconded by Trustee Nelson and unanimously carried, approved the payment of January 2009, Check Registers (Claims) Nos. 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113 and 114.

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


Chairman


Secretary

			<u>2008-09</u>	<u>2007-08</u>
ANAHEIM	Interment	4 (0 Urn)	61 (11 Urn)	65 (20 Urn)
	Lot Sales	5	52	48
EL TORO	Interments	34 (10 Urn)	178 (65 Urn)	190 (52 Urn)
	Lot Sales	25	165	282
SANTA ANA	Interments	19 (4 Urn)	109 (12 Urn)	107 (15 Urn)
	Lot Sales	9	99	110
TOTAL	Interments	57 (14 Urn)	348 (88 Urn)	362 (87 Urn)
	Lot Sales	39	316	440

The Board reviewed the Financial Reports for November 2009.

The Board reviewed the Capital Projects status report. GM Reported that a meeting is scheduled with interested contractors for pre-bid walk through for the district wide asphalt repairs. A meeting was held with Spectra Company regarding the Anaheim arch and founders monument restoration. The restoration will conform to the Secretary of Interior’s Standards for Rehabilitation and work will begin at the end of the month. J. C. Case was selected for the repair and painting of the Anaheim mausoleum and work will start in late January. On the Upper Los Alisos project at El Toro, the concrete footings for the niche wall and concrete supports for the committal chapel were poured. Further work was delayed due to rain.

GM Deutsch reported that the AT&T/Cingular cellular site construction has been completed. Additional plants, bushes and trees will be planted around the site.


The Board reviewed the update on land acquisition and public affairs project. Meetings were held with County of Orange Resources and Development Management Dept., Supervisor Pat Bates’ office, and City of Irvine. The consultant is gathering information from the District to prepare documentation needed for Public Affairs Outreach.

MOTION of Trustee Keane, seconded by Trustee Nelson and unanimously carried, approved the District Investment Policy for 2008.

Attorney Barbara Raileanu addressed the Board regarding the contract renewal for the General Manager.

MOTION of Trustee Keane, seconded by Trustee Rivers and unanimously carried, the Board directs the Personnel Committee to work with Barbara Raileanu, as lead negotiator, on renewal of the General Manager’s contract.


Chairman


Secretary

The Investment, Budget, Personnel and Public Relations Committees had no report. Meetings will be scheduled in January and February with the various committees.

Chairman Owen presented a plaque to Leslie Keane for her service as 2008 Chairman of the Board of Trustees.

GM Deutsch presented service awards to:

- Trustee Bill Nelson – 5 years service
- Trustee Maureen Rivers – 15 years service
- Thomas Martin, Asst. to General Manager – 5 years service
- Julio Amarillas, Cemetery Manager – 10 years service
- Dianna Torrence, Asst. to General Manager – 15 years service

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

There being no further business, the meeting was adjourned at 1:30 p.m.


Chairman


Secretary