

ORANGE COUNTY CEMETERY DISTRICT
Board of Trustees
March 3, 2009

MINUTES

The monthly meeting of the Orange County Cemetery District Board of Trustees was called to order by Chairman Vivien Owen at 10:05 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
Leslie Keane Fifth District

ABSENT: None

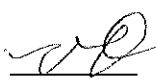
Staff: Tim Deutsch, General Manager
Dianna Torrence, Assistant to General Manager
Kathleen Mauzey, Secretary

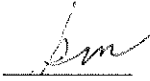
MOTION of Trustee Nelson, seconded by Trustee Rivers and carried by a vote of 4-0-1 (Trustee Keane abstained), approved the meeting minutes of February 3, 2009, without correction.

MOTION of Trustee Rivers, seconded by Trustee Keane and unanimously carried, approved the payment of March 2009, Check Registers (Claims) Nos. 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145 and 146.

The following interment and lot sales for January 2009 were reviewed:

			<u>2008-09</u>	<u>2007-08</u>
ANAHEIM	Interment	19 (5 Urn)	88 (16 Urn)	85 (22 Urn)
	Lot Sales	11	69	65
EL TORO	Interments	33 (12 Urn)	248 (94Urn)	253 (70 Urn)
	Lot Sales	30	217	346
SANTA ANA	Interments	21 (4 Urn)	153 (19 Urn)	168 (24 Urn)
	Lot Sales	29	145	159
TOTAL	Interments	73 (21 Urn)	489 (129 Urn)	506 (116 Urn)
	Lot Sales	70	431	570


Chairman


Secretary

The Board reviewed the Financial Reports for January 2009.

The Board reviewed the capital projects update. GM Deutsch reported that bids were received from six different contractors for the district wide asphalt repairs, with award of contract later in meeting. The project is to begin in a few weeks. Photos on the Upper Los Alisos Project show the roof installed on the committal chapel, niche column support, irrigation, and stairway block installed. The niches were delivered and will be installed next week.

GM Deutsch informed the Board that former employee Sal Martinez passed away on February 6, 2009 and interred at Santa Ana Cemetery on February 18, 2009. Sal retired as superintendent in 1991.

The Board reviewed the update on the Volunteer Center of Orange County, Court Referral Program. The District has received 10 referrals, with a collective total of 80 community service hours worked on maintenance projects throughout the three cemeteries. A staff employee supervises these individuals. This program may allow for a reduction in services provided by some vendors.

The CAPC Annual Conference will be held on March 26-28, 2009, at San Luis Obispo.

The CAPC Area Meeting will be held on Thursday, April 16, 2009, hosted by Coachella Valley Public Cemetery District.

The Board reviewed the 2009 education/conference calendar for CAPC and CSDA.

The Board discussed extending the existing agreement with Curt Pringle & Associates. The Board requested a detailed list of what has been accomplished and what is expected to be accomplished during the next six months.

MOTION of Trustee Nelson, seconded by Trustee Brix and unanimously carried, approved the extension of the Professional Services Agreement with Curt Pringle & Associates for the Land Acquisition and Development and Public Affairs Outreach Project for an additional 6-month term.

The Board discussed the fee schedule for El Toro Memorial Park, Upper Los Alisos and Park Vista Sections.

MOTION of Trustee Nelson, seconded by Trustee Rivers, to accept the recommendation to establish the burial space fees for Park Vista at \$2,200 and \$2,400 per space and delay establishing fees for Upper Los Alisos. Motion did not pass 2-3 (Trustees Keane, Rivers and Owen voted no).


Chairman


Secretary

The Board requested a study to compare pricing of lot sales and services between private cemeteries and public cemeteries and bring back to the Board to discuss setting fees for new areas.

The Board reviewed the bids for the district-wide asphalt repairs.

MOTION of Trustee Keane, seconded by Trustee Nelson and unanimously carried, authorize the General Manager to execute a contract with Bostick Company for district-wide asphalt repairs in the amount of \$41,879 and authorize an additional \$4,000 for unanticipated costs.

The Investment Committee reported that the investments are doing well. Some corporate investments matured and were rolled over into government securities.

The Budget Committee had no report.

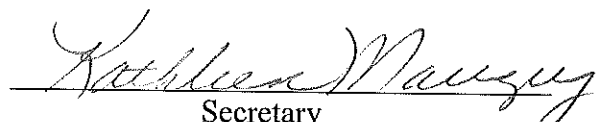
The Personnel Committee is working on the General Manager contract.

The Public Relations Committee is waiting for the final draft of the Santa Ana Historical Walk. Trustee Rivers suggested submitting a newspaper article about the restoration of the historical arch at Anaheim Cemetery.

The next regular meeting will be held on **Tuesday, April 7, 2009**, at 10:00 a.m., at the Orange County Cemetery District.

There being no further business, the meeting was adjourned at 11:45 a.m.


Chairman


Secretary