

ORANGE COUNTY CEMETERY DISTRICT

Board of Trustees

July 7, 2009

MINUTES

The monthly meeting of the Orange County Cemetery District Board of Trustees was called to order by Chairman Vivien Owen at 10:00 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: Attorney Barbara Raileanu, Woodruff, Spradlin & Smart
CemSafe Software – Jerry Figueroa, Jesse Figueroa, Maggie Morton

MOTION of Trustee Brix seconded by Trustee Nelson and carried by a vote of 3-0 (Trustee Rivers absent), approved the meeting minutes of June 2, 2009, without correction.

MOTION of Trustee Nelson, seconded by Trustee Brix and carried by a vote of 3-0 (Trustee Rivers absent), approved the payment of July 2009, Check Registers (Claims) Nos. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, and 18.

Trustee Rivers joined the meeting at 10:07 a.m.

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

| | | | <u>2008-09</u> | <u>2007-08</u> |
|-----------|------------|-------------|----------------|----------------|
| ANAHEIM | Interment | 8 (1 Urn) | 136 (35 Urn) | 139 (33 Urn) |
| | Lot Sales | 8 | 106 | 110 |
| EL TORO | Interments | 28 (10 Urn) | 398 (142 Urn) | 403 (111 Urn) |
| | Lot Sales | 59 | 365 | 506 |
| SANTA ANA | Interments | 28 (3 Urn) | 254 (39 Urn) | 288 (45 Urn) |
| | Lot Sales | 17 | 227 | 264 |
| TOTAL | Interments | 64 (14 Urn) | 788 (216 Urn) | 830 (189 Urn) |
| | Lot Sales | 84 | 698 | 880 |


Chairman


Secretary

The Board reviewed the Capital Projects status report. At Santa Ana Cemetery, lot markers were installed in the new area, and the area will be open for sale in August. At El Toro, the Upper Los Alisos Development Project 90-day landscape maintenance period began June 19th. The trim pieces around the niche wall have been installed. Acceptance of the project will be brought to the Board in August.

The Board reviewed the Conference/Meeting/Training Schedule for FY 2009-10.

Jerry Figueroa, CemSafe Software, provided a demonstration to the Board on the overall operation of the software and mapping. A demonstration of a KIOSK version for accessing burial locations with mapping was also provided. The CemSafe team, Jerry Figueroa, Jesse Figueroa and Maggie Morton, left the meeting at 10:50 a.m.

The Board reviewed the District budgets for FY 2009-10, and the District Highlights for January 2008 through June 2009.

MOTION of Trustee Nelson, seconded by Trustee Rivers and carried by a vote of 4-0, adopted Resolution #2009-02, OCCD Board of Trustees Adopting the Budget for Fiscal Year 2009-10 in the following amounts:

| | |
|-------------------------|-------------|
| 754 General Fund | \$3,229,540 |
| 755 Endowment Principal | \$5,328,704 |
| 756 Endowment Income | \$4,085,871 |
| 757 Pre-Need | \$1,732,958 |

The Board reviewed the option of pre-paying the employer’s contributions to OCERS for FY 2009-10. The OCERS approved discount is 3.875% on the amount that is paid in advance.

MOTION of Trustee Nelson, seconded by Trustee Rivers and carried by a vote of 4-0, approved the prepayment of the OCERS Employer Contribution in the amount of \$172,651.34 for Fiscal Year 2009-10.

An urgency item was requested to be placed on the agenda that came to the attention of the District subsequent to the agenda being posted.

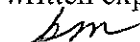
MOTION of Trustee Nelson, seconded by Trustee Rivers and carried by a vote of 4-0, to place urgency item on the agenda pursuant to California Government Code 54954.2(b)(2) to discuss the contract regarding auditing services.

The Board reviewed the urgency item for the fee increase of the annual audit by Macias, Gini & O’Connell.

MOTION of Trustee Nelson, seconded by Trustee Brix, and carried by a vote of 4-0, authorize the General Manager to approve proposed fee increase for Macias, Gini & O’Connell, not to exceed a total of \$14,000, contingent upon a more detailed written explanation from auditing firm for fee increase.



Chairman



Secretary

The Investment Committee will meet on July 15.

The Budget Committee presented information during the meeting.

The Personnel Committee had no report.

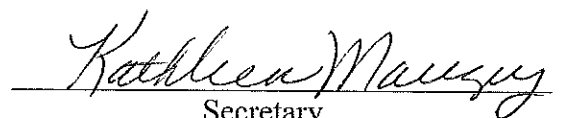
The Public Relations Committee requested that the Santa Ana Historical Walk booklet be finished by October, if possible.

The Board toured the Upper Los Alisos Development area at El Toro Memorial Park.

The next regular meeting will be held on **Tuesday, August 4, 2009**, at 10:00 a.m., at the Orange County Cemetery District.

There being no further business, the meeting was adjourned at 12:30 p.m.


Chairman


Secretary