

Artesia Cemetery District

Meeting Location: 11142 Artesia Blvd., Cerritos, CA 90703

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, November 18, 2021

4:00 P.M.

1. CALL TO ORDER

Chair Wada called the meeting to order at 4 p.m.

2. ROLL CALL

Present: Trustee Gonzalez, Trustee Palhinha, Trustee Laughlin and Chair Wada

Absent: Vice Chair Stewart

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Trustee Laughlin

4. AGENDA

Trustee Gonzalez motioned to approve the agenda. Seconded by Trustee Palhinha. **Approved**

5. PUBLIC COMMENT

No members of the public were present. No public comment.

6. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to subdivision (c) of Section 54956.9 (1 case.)

B. CONFERENCE WITH LEGAL COUNSEL-POTENTIAL INITIATION OF LITIGATION

Pursuant to Government Code Section 54956.9 (4): (One Potential Case)

Per General Manager, there are no updates from the attorneys, therefore there will be no closed session.

7. CLOSED SESSION ANNOUNCEMENTS

No announcements as Closed Session was not held.

8. GENERAL MANAGER'S REPORT

A. FINANCE/TREASURER'S REPORT

Paul Kaymark, Finance Consultant, presented to the Board the overall operation balances. Total General Fund Revenue was 1,234,400. Total Revenue overall for the year so far has a 52% increase over what was budgeted. In General Revenue, property tax money should start coming in in December.

Trustee Laughlin motioned to approve the Finance Report. Seconded by Trustee Palhinha. **Approved**

B. ACD UPDATE

General Manager Mendoza reviewed the number and types of interments we had in the month of October. He informed the Board that all office positions are now filled with on-going cross training of all employees. The ACD trees will be trimmed on December 23, 2021, targeting the trees with the most need. He presented the preliminary drafts provided by architect James Mickartz and provided his suggested ideas for which projects might be prioritized after budgeting. He noted that The Dia de los Muertos event was a success and we have many nice photos from our photographer, some of which were posted on our website.

The Board expressed interest in recognizing the person who made the Alter. It was discussed that the GM did post a picture of that person on the website, but that a Thank you card might be something to look into.

General Manager Mendoza attended the CAPC training last month. He found that a lot of good ideas get exchanged and discussed at these training. GM noted that most trainings/meetings are still remote at this time.

C. COVID-19 PANDEMIC PROTECTIVE MEASURES

The GM discussed a letter that the ACD received from the County of Los Angeles regarding a requirement that all employees be fully vaccinated. It was discussed whether or not proof of vaccination would be required to serve on the Board, as well as whether or not masks should be worn during the Board Meetings. The GM is still waiting to hear back from the County for clarification. The GM will also ask the attorney for additional guidance.

9. CONSENT ITEMS

A. MINUTES: October 14, 2021, Regular Board Meeting Minutes

Trustee Gonzalez motioned to approve the October 14, 2021 Regular Board Meeting Minutes. Trustee Laughlin seconded. **Approved**

10. ACTION ITEMS

A. LAFCO CEQA Clearance (Notice of Exemption)

General Manager Mendoza provided the Notice of Exemption for LAFCO CEQA Clearance and discussed the reasoning behind filing the application.

Trustee Laughlin motioned to approve the LAFCO CEQA Clearance. Seconded by Trustee Palhinha. **Approved**

11. BOARD COMMENTS

Trustee Laughlin: Discussed the acoustics in the Board room. He would like for the board to explore options such as Zoom to incorporate video along with audio for members who may need to meet remotely. He welcomed the new Office Manager.

Trustee Palhinha: Congratulated the GM on a successful Dia de los Muertos event. He also asked about closed session item, which was not held this meeting but can be discussed during the next closed session in December.

Trustee Gonzalez: Welcomed Dawn to the office. Asked for Thank you cards to be sent out to the person who donated raffle prizes and to Mr. Rosewoods. Wished everyone a Happy Thanksgiving.

Chair Wada: Welcomed Dawn to the office. He wished everyone a Happy Thanksgiving.

12. ADJOURNMENT

Trustee Laughlin motioned to adjourn the Regular Meeting of the Board of Trustees. Seconded by Trustee Gonzalez. **Approved**

Chair Wada adjourned the meeting at 5:13 p.m. to the next Regular Meeting of the Board of Trustees held on Thursday, December 9, 2021, at 4:00 p.m., at the District Office, located at Artesia Cemetery District, 11142 Artesia Boulevard, Cerritos, CA 90703.