

# Artesia Cemetery District

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

## Board of Trustees

Chair Michael Wada

Vice Chair Allison Stewart

Trustee Linda Gonzalez

Trustee Osvaldo Palhinha

Trustee Mike Laughlin

General Manager Antonio Mendoza

District Counsel Steven B. Quintanilla

## REGULAR MEETING OF THE BOARD OF TRUSTEES

### AGENDA

Thursday, November 12, 2020

4:00 P.M

**SOCIAL DISTANCING OF 6 FEET OR MORE SHALL BE COMPLIED WITH AT ALL TIMES DURING THE BOARD MEETING**

**A FACE MASK SHALL BE WORN WHILE PRESENT IN THE DISTRICT OFFICE WHICH COVERS THE NOSE AND MOUTH. FACE MASKS MAY BE FACTORY-MADE, AS WELL AS FOLDED OR SEWN, AND CAN BE IMPROVISED USING HOUSEHOLD ITEMS LIKE SCARVES, T-SHIRTS, SWEATSHIRTS OR TOWELS.**

**MEMBERS OF THE PUBLIC SHALL NOT ATTEND THIS MEETING IF THEY ARE EXPERIENCING SYMPTOMS OF RESPIRATORY ILLNESS, INCLUDING FEVER OR COUGH.**

*PLEASE REFRAIN FROM USING CELL PHONES AND SILENCE ALL ELECTRONIC COMMUNICATION DEVICES WHILE THIS PUBLIC MEETING IS IN SESSION.*

- 1. CALL TO ORDER** – Chair
- 2. ROLL CALL** – Secretary
- 3. PLEDGE OF ALLEGIANCE** – Trustee
- 4. AGENDA** - Approval of Agenda
- 5. PUBLIC COMMENT** - Three Minute Limit

The Artesia Cemetery District Board of Trustees encourages interested members of the public to address the Board on any matter or issue that is within the subject matter jurisdiction of the District. At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. If you discuss a matter that is not listed on the Agenda, state law prohibits the Board from discussing or taking any action on such matter during this meeting. No discussion or action will be taken on any items that are not on the Agenda.

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the General Manager at (562) 865-6300 or [info@artesiacementery.com](mailto:info@artesiacementery.com). Notification 48-hours prior to the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

All supporting documentation is available for public review at the Artesia Cemetery District Office located at 11142 Artesia Boulevard, Cerritos, CA 90703 during regular business hours, 9:00 a.m. – 4:00 p.m., Monday through Friday. Agenda items are also available online at [www.artesiacementery.com](http://www.artesiacementery.com).

## 6. GENERAL MANAGER'S REPORT

- A. FINANCE/TREASURER's REPORT
- B. ACD UPDATE
- C. COVID-19 PANDEMIC PROTECTIVE MEASURES

## 7. CONSENT ITEMS

- A. MINUTES: October 8, 2020 Regular Board Meeting Minutes  
*Recommendation:* That the Board review, make necessary corrections, and approve the minutes of the October 8, 2020 Regular Board Meeting.

## 8. ACTION ITEMS

- A. RESOLUTION 2020- 023 ADOPTING A HARDSHIP FEE REDUCTION AND FEE WAIVER POLICY FOR THE INTERMENT OF CREMAINS
- B. RESOLUTION 2020-024 AMENDING THE DISTRICT's RECORDS RETENTION POLICY AND SCHEDULE
- C. REPLACEMENT OF ROSES

## 9. BOARD COMMENTS

This is the time for additional general comments and/or other issues of concern to the Board of Trustees that may briefly be presented at this time.

## 10. ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Thursday, December 10, 2020 at 4:00 p.m., at the District Office, located at Artesia Cemetery District, 11142 Artesia Boulevard, Cerritos, CA 90703.

### CERTIFICATION

I, Antonio Mendoza, General Manager of the Artesia Cemetery District, do hereby certify that a copy of the foregoing agenda was posted at Artesia Cemetery District, 11142 Artesia Boulevard, Cerritos, California, and on the District's website at least 72 hours prior to the time of this regular meeting.

**Date:** Monday, November 9, 2020



**Antonio Mendoza, General Manager**