

# 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, May 13, 2021

4:00 P.M.

### TELECONFERENCED MEETING

(Conducted Pursuant to Governor Executive Order N-29-20)

### VERY IMPORTANT COVID-19 INFORMATION

**MEMBERS OF THE PUBLIC WILL BE ABLE TO LISTEN TO THE TELECONFERENCED REGULAR BOARD MEETING AND SUBMIT PUBLIC COMMENTS VIA TELEPHONE AT THE DISTRICT'S OFFICE.**

**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

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 is available online at [www.artesiacementery.com](http://www.artesiacementery.com).

**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.

**6. CLOSED SESSION**

**A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

- a. Pursuant to Government Code Section 54957  
Public Employee: General Manager

**B. CONFERENCE WITH LABOR NEGOTIATOR**

- a. Pursuant to Government Code Section 54957.6  
District's Designated Representative: Vice Chair Allison Stewart  
Unrepresented Employee: General Manager

**C. OPEN SESSION**

- a. General Manager Employment Agreement Amendment  
Salary & Benefits Adjustment

**7. GENERAL MANAGER'S REPORT**

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

**8. CONSENT ITEMS**

- A. MINUTES: April 8, 2021, Regular Board Meeting Minutes  
*Recommendation:* That the Board review, make necessary corrections, and approve the minutes of the April 8, 2021 Regular Board Meeting.

**9. ACTION ITEMS**

- A. RESOLUTION 2021- 009 ADOPTING AND APPROVING A CREDIT CARD POLICY
- B. BRIGHTVIEW TREE SERVICE CONTRACT
- C. ROSE GARDEN FENCE REPLACEMENT
- D. MEMORIAL DAY WREATH PLACEMENT

**10. 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.


**11. ADJOURNMENT**

The next Regular Meeting of the Board of Trustees will be held on Thursday, June 10, 2021 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, May 10, 2021

  
Antonio Mendoza, General Manager