

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

Board of Trustees

Chair Michael Wada

Vice Chair Linda Gonzalez

Trustee Allison Stewart **Trustee** Osvaldo Palhinha **Trustee** Mike Laughlin
General Manager Antonio Mendoza **District Counsel** Karen A. O'Neil

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
Thursday, February 10, 2022
4:00 P.M.

1. CALL TO ORDER

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

2. ROLL CALL

Present: Chair Wada, Vice Chair Gonzalez, Trustee Laughlin, Trustee Palhinha
Absent: Trustee Stewart

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Chair Wada

4. AGENDA

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

5. PUBLIC COMMENT

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

6. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to subdivision (c) of Section 54956.9 (One Case)

B. CONFERENCE WITH LEGAL COUNSEL-POTENTIAL INITIATION OF LITIGATION

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

Trustee Laughlin motioned to move to Closed Session. Seconded by Vice Chair Gonzalez.

The Board of Trustees entered Closed Session at 4:01 p.m.

The Board of Trustees returned from Closed Session at 4:25 p.m.

7. CLOSED SESSION ANNOUNCEMENTS

No action taken. No announcements to report.

8. GENERAL MANAGER'S REPORT

A. FINANCE/TREASURER'S REPORT

Paul J. Kaymark CPA, Finance Consultant, reviewed the January 2022 financial report. Total General Fund was \$1,404,201 at the end of January. The total in Accounts Receivable for the Month was \$218,734, down \$1,851 compared to December. There were 2 people that have defaulted on payment plans since the beginning of the fiscal year. Total program services amounts are currently at \$601,864. The budgeted amount for the fiscal year was \$426,000, exceeding the goal. Property Tax amounts are at \$244,783. The budgeted amount for the fiscal year was \$238,020. There will potentially be another \$40,000-\$60,000 more in taxes by June of this year. Expenditure totals are higher than budgeted mainly due to purchasing inventory items and a capital expense of a dump trailer. The Endowment care totals are up to \$154,508 which is more than double the budgeted amount of \$70,000. Total net income overall at \$465,652.

Trustee Palhinha motioned to approve the January 2022 Financial Report. Trustee Laughlin seconded. **Approved.**

B. ACD UPDATE

General Manager Mendoza presented the Manager's Report. The total number of interment for the month of January was 17. Of the 17, 11 were full burials and 6 were cremations. The ACD also sold 3 pre-need plots. The architect has completed his work. The ACD is now working on securing funding to move forward with the intended projects. LAFCO application will be coming up for a vote soon. General Manager Mendoza is planning to meet with a group of City Managers to discuss the reasoning and impact of the LAFCO application. We are waiting for the manufacturer to build and deliver the rear entrance gate so we can install. The gate is expected to arrive within the next 2 weeks. The grounds crew is continuing with lifting and alignment of markers as well as leveling of sloping areas. The ACD has been offering customers the service of marker polish and paint. The before and after pictures were shown to the board. General Manager Mendoza is going to a conference, leaving on the 10th which is the regularly scheduled board meeting. He asked the board if there were any objections to moving the date of the next board meeting from the 10th to the 17th of March. The Board was able to accommodate the change. General Manager Mendoza showed the board some recent pictures of work being done around the cemetery.

C. COVID-19 PANDEMIC PROTECTIVE MEASURES

The ACD is still following state and county mandates. General Manager Mendoza is following closely as things are changing, or planning to change at the state and county levels soon.

9. CONSENT ITEMS

A. MINUTES: January 13, 2022, Regular Board Meeting Minutes

Trustee Laughlin motioned to approve the Minutes of the January 13, 2022 meeting. Trustee Palhinha seconded. **Approved.**

10. ACTION ITEMS

No Action Items.

11. BOARD COMMENTS

Trustee Laughlin: Says he has some red brick at his house that he is willing to donate if the cemetery can find a use for it. He recently had a meeting with the Veteran's Advisory Council, with Congresswoman Linda Sanchez. He also spoke regarding new legislation that would pertain to the cremation of Veterans with a USA flag. He will speak with a person on the Congresswoman's team for more information. He will also do some research on that topic.

Trustee Palhinha: He praised all of the committee members and he is proud to serve on the Board.

Vice Chair Gonzalez: Would like to ask about having a luncheon for the grounds crew, an official staff luncheon with the Board Members. Recommends Easter/Good Friday on behalf of the Trustees for a date for the luncheon. She would like to thank everyone.

Chair Wada: Would like the General Manager to talk to Trustee Laughlin more about the Veteran's cremations with the flags, and the niches the cemetery will be installing soon, before his meeting with Congresswoman Sanchez. On Saturday February 26th at 11 a.m., Jacob Park will be renamed to Jim Edward Park. He wants to give this information in case anyone wants to attend. He notes it should be very well attended, particularly because of the upcoming election for the Cerritos City Council. In the spirit of a family-like atmosphere and to honor the family members of the ACD Board and staff he requested to adjourn the meeting in honor of recently passed family members.

12. ADJOURNMENT

Chair Wada adjourned the Regular Meeting of the Board of Trustees in Memory of William Shafer & Rafael Pineda at 5:12 p.m.

The next Regular Meeting of the Board of Trustees will be held on Thursday, March 17, 2022, at 4:00 p.m., at the District Office, located at Artesia Cemetery District, 11142 Artesia Boulevard, Cerritos, CA 90703.