

# Artesia Cemetery District

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

## MINUTES

Thursday, January 9, 2020

### 4:00 P.M. CLOSED SESSION

#### 1. CALL TO ORDER

Meeting was called to order by Chair Treviño at 4:04 p.m.

#### 2. ROLL CALL

All Board Trustees present.

#### 3. PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was led by Trustee Palhinha

#### 4. INVOCATION:

Invocation was led by Trustee Gonzalez

#### 5. AGENDA

Vice Chair Wada motioned to approve the agenda. Seconded by Trustee Palhinha. Unanimous approval.

#### 6. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

#### 7. CLOSED SESSION

Recessed to Closed Session at 4:06 p.m.

Reconvened to Open Session at 5:11 p.m.

#### 8. CLOSED SESSION ANNOUNCEMENTS

Announcement regarding Closed Session: No reportable action was taken on both items.

#### 9. DISTRICT MANAGER'S REPORT

##### D1. ACD Update:

Excavator has been sold; still recovering default properties; provided update on resident case; researching bench prices.

##### D2. FINANCE/TREASURER'S REPORT-

Cemetery made \$45,000 above cost; Chair Treviño to meet with District Manager, CPA, and QuickBooks expert.

#### 10. CONSENT ITEMS

##### C1. MINUTES: December 12, 2019 Board of Trustees Regular Meeting Minutes

Vice Chair Wada pulled out item number 10 – Consent Items. Page 3 Board Comments (3<sup>rd</sup> paragraph from the bottom) ...sensed the Chair's discomfort not the District Manager's (Wording was corrected.)

Trustee Wada motioned to approve the December 12, 2019 Board of Trustees Regular Meeting Minutes with correction. Seconded by Trustee Gonzalez. Unanimous approval.

#### 11. ACTION ITEMS

##### A1. RESOLUTION 2020-001 TRUSTEE COMPENSATION

Trustee Palhinha motioned to adopt Resolution 2020-001 Trustee Compensation. Trustee Gonzalez seconded. Roll Call Vote- Trustee Palhinha- Yes Trustee Gonzalez- Yes Trustee Stewart- Yes Trustee Wada- No Chair Treviño- No Motion passes: 3 Yes 2 No

##### A2. RESOLUTION 2020-002 INCIDENT REPORT POLICY

Vice Chair Wada motioned to adopt Resolution 2020-002 Incident Report Policy. Seconded by Trustee Stewart. Roll call vote: 5 Yes – 0 No Unanimous approval.

**A3. RESOLUTION 2020-003 ADOPTING TORTS CLAIM POLICY**

Vice Chair Wada Motioned to approve Resolution 2020-003 Adopting Torts Claim Policy. Seconded by Trustee Palhinha. Roll call vote: 5 Yes – 0 No Unanimous approval.

**A4. AUDITORS REPORTS FOR ALL BOARD MEMBERS TO BE AWARE OF THE REPORT AND ITS CONTENTS**

Board reviewed both audit reports.  
Receive and file

**A5. TWO SIGNERS ON CHECKS FOR TRANSPARENCY**

No action taken. Receive and file.

**12. BOARD COMMENTS**

Trustee Palhinha stated that it was a pleasure to be here and that he will keep coming to the meetings; thinks that it is very healthy for the cemetery, for the future of Artesia, and for the future of all the people who come to this town; very glad that the board is very passionate; his intentions are not personal; he does not try to criticize because he does not like the person; if he disagrees, he will express himself on his disagreement; thanked the board and stated that this was a good meeting.

Trustee Gonzalez stated that Mr. Quintanilla, Cemetery District Attorney, always states that the Board can call him anytime; she will call him to ask him a question because she wants to do the best for the cemetery; would like to research the item (Two Signers on check) further; requested to know how often checks are written; will call the attorney, ask questions, and will notify the District Manager if she wants to add the item to the agenda next month.

Trustee Stewart stated that she thought that this was an interesting meeting; thinks it would help the Board to listen to understand and not listen to respond; she thought that there was a lot of talking in circles.

Vice Chair Wada stated that he would hope that when they (District Manager and Chair) meet with CPA and Bookkeeper that they could finally come to a resolution in terms of how the finances should be presented; they wind up with long discussions at each Board meeting and suspects that they could probably cut off 30-40 minutes of the length of the meeting once they have the appropriate vehicle to display the finances to everyone's satisfaction; would like the District Manager to come back to the next meeting after the Chair, the District Manager, the accountant and QuickBooks gentleman have met, with a recommendation; might be something that should be taken off the District Manager's plate and pay an accountant to do for each meeting.

Chair Treviño stated that this is a government Special District; we are dealing with tax payer money; and that although we are secluded in a conference room with nobody watching us, no audience, no speakers, there is no livestreaming of our meetings, thinks that there is a feeling that they (Board) are serious but yet, maybe too serious; he takes this very seriously; takes the public trust very seriously; as an elected official in a small city is not here to serve himself but to serve the 20,000 residents in Artesia; was very disappointed by a vote of not adding a second signature; stated that we do not want that additional layer of protection or transparency; has known Mr. Mendoza for 8 or 9 years, coached his son in baseball, knows his wife very well, and considers them very dear friends; it is not about trust, it is about the process; can't hold the process on all other sides and then say that on this side we are not going to do it; must be consistent in the application of the process; what was voted today is not to have a second signer on the checks, will go a long way when somebody asks or the auditor asks why there isn't a second signer, Treviño brought it up but the Board said, "no"; it's a strike in maintaining the process; it's not about the him wanting to sign the checks; he doesn't want to sign the checks; wants to honor the process; that is what needs to be honored; we answer to the County and to the tax payers; how is that going to look; he is disappointed; it is about doing what is right and putting ourselves in the position above the fray; thinks cemetery is on the right track; thinks that the job that is being done is outstanding; the process needs to be respected in all areas; cemetery is looking great.

Meeting was adjourned at 7:04 p.m. to the next Regular Meeting of the Board of Trustees on Thursday, February 13, 2020 at 4:00 p.m.

**ADJOURNMENT**

The next Regular Meeting of the Board of Trustees will be held on Thursday, February 13<sup>th</sup>, at 4:00 p.m., at the District Office, located at Artesia Cemetery District, 11142 Artesia Boulevard, Cerritos, CA 90703.