

Artesia Cemetery District

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

Board of Trustees

Chair Mike Wada

Vice Chair Mike Laughlin

Trustee Allison Stewart

Trustee Aurelia Palhinha

Trustee Arturo Sanchez, Jr.

General Manager Antonio Mendoza

District Counsel Carlos Campos

REGULAR MEETING OF THE BOARD OF TRUSTEES

AGENDA

Thursday, April 10, 2025

4:00 P.M.

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. 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.

6. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
 - a. Pursuant to Government Code (Section 54957 (b) (1))
Public Employee: General Manager
- B. CONFERENCE WITH LABOR NEGOTIATORS
 - a. Pursuant to Government Code (Section 54957.6)
District's Designated Representative: General Counsel
Unrepresented Employee: General Manager
- C. CONFERENCE WITH LEGAL COUNCIL – ANTICIPATED LITIGATION
 - a. Initiation of Litigation – Pursuant to Government Code Section 54956.9(d)(2)/(e)(1)
One (1) Potential Case

7. CLOSED SESSION ANNOUNCEMENTS

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

B. GENERAL MANAGER'S REPORT

- A. FINANCE REPORT Dashboard, Revenues and Expenses, Endowment by Paul Kaymark
- B. ACD UPDATES
- C. Customer Satisfaction Survey 1st Quarter Results

C. CONSENT ITEMS

- A. MINUTES: March 13th, 2025, Special Board Meeting
Recommendation: That the Board review, make necessary corrections and approve the minutes of the March 13th, 2025, Special Board Meeting.
- B. Burial Services and Pre-Need Sales for the Month
- C. Check Detail Report for the Month
- D. Credit Card Detail Report for the Month
- E. California Class Summary

D. ACTION ITEMS

- A. RESOLUTION 2025-005 Review and Adopt Employee Handbook
- B. Board Sub-Committees Assignments for 2025

E. 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.

F. ADJOURNMENT

Upcoming Regular Meeting of the Board of Trustees will be held on Thursday, May 8th, 2025, at 4:00 p.m., District Office, located at Artesia Cemetery, 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, April 7, 2025

Antonio Mendoza, General Manager