

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

MINUTES

Thursday, March 12, 2020

1. CALL TO ORDER Chair Treviño called the meeting to order at 4:01 p.m.

2. ROLL CALL

Present: Trustee Gonzalez Trustee Palhinha Vice Chair Wada Chair Treviño
Absent: Trustee Stewart

3. PLEDGE OF ALLEGIANCE INVOCATION

Pledge of Allegiance led by Trustee Palhinha.

4. INVOCATION

Invocation led by Trustee Gonzalez

5. AGENDA

Vice Chair Wada motioned to approve the agenda. The agenda was approved.

Vote: Yes- 4 No- 0 Absent- 1

6. PUBLIC COMMENT

No public comments.

7. CLOSED SESSION

Board of Trustees entered Closed Session at 4:03 p.m.

8. CLOSED SESSION ANNOUNCEMENTS

Board returned from Closed Session at 4:24 p.m. No reportable action.

9. DISTRICT MANAGER'S REPORT

A. ACD UPDATE

Gopher machine is still in the shop; gopher machine carburetor was approved to be replaced; there has been an increase in gophers; will possibly contract an exterminator to catch up with the gopher problem; trees have been trimmed except those by wall; will bring in 3 signage bids and layouts for Board approval; 'loose ends' (unfinished business) will be added to District Manager's report.

B. FINANCE/TREASURER'S REPORT

District Manager provided 5 finance reports for the Board's consideration.

Chair Treviño liked the reports; is concerned about attorney fees; requested to review attorney contract; would like to know how much more is owed to the attorney.

Trustee Palhinha is concerned about attorney fees.

Vice Chair Wada shared his conversation with the attorney; agreed that communication could have been clearer.

District Manager will deactivate categories that are incorrect in QuickBooks.

Chair Treviño stated that people are coming to the cemetery because of the work that the District Manager and staff are doing; the great detail in the reports and all the income, such as transfer fees and weekend

surcharge are all revenue coming in; stated that every stone has been unturned/overtaken looking for revenue opportunities; he thanked the District Manager and staff.

10. CONSENT ITEMS

Vice Chair Wada motioned to approve Consent Item A Minutes for the Board of Trustees Regular Meeting of February 13, 2020. Seconded by Trustee Palhinha. Approved

Vote: Yes- 4 No- 0 Absent- 1

11. ACTION ITEMS

A. ASSEMBLY CONCURRENT RESOLUTION 179 (VOEPEL) LETTER OF SUPPORT

District Manager gave an overview of the reason behind Resolution 179 (Voepel) making May 17th – May 23rd Special Districts Week; elaborated on the Special Districts' purpose; recommended to accept the request to send a letter of support to the Legislator in support of this Resolution.

Trustee Palhinha motioned to approve Action Item A- Assembly Concurrent Resolution 179 (Voepel) Letter of Support. Seconded by Vice Chair Wada. Approved

Vote: Yes- 4 No- 0 Absent- 1

BOARD COMMENTS

Trustee Palhinha praised the District Manager and staff for a job well done; stated that the Board likes to know what is going on and does not like surprises; stated that things need to be done correctly; is very proud of the District Manager for a job well done; requested that the Board be advised of small details; the Portuguese Community will be taking a tour of the cemetery on Saturday, April 11th, 10 a.m.

Trustee Gonzalez requested clarification of the April 11th tour and asked the following questions: will we have literature to give out? are we ever going to have the Grand Opening? Do we belong to any Chamber of Commerce? Are we allowed to go visit any other public cemeteries? Trustee Gonzalez is interested in visiting other cemeteries.

Chair Wada wished everyone well and encouraged everyone to be cautious during this time of uncertainty; asked if the office was going to provide any hand sanitizers and if we are going to wipe the counters with disinfectant?

Chair Treviño appreciates all the work; stated that there are a lot moving parts to the cemetery, the management and the reporting, it is a team effort and Tony and Ana have done a great job; received a phone call on February 27th from a cemetery patron, thinks he's an Artesia resident, to tell him how wonderful the cemetery is and sent him a text message; Chair Treviño read the text message to the Board; stated that he's heard positive comments.

12. ADJOURNMENT

Chair Treviño adjourned the meeting at 5:53 p.m. to the next Regular Meeting of the Board of Trustees on Thursday, April 9, 2020 at 4:00 p.m., at the District Office, located at Artesia Cemetery District, 11142 Artesia Boulevard, Cerritos, CA 90703.