

Artesia Cemetery District

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

Board of Trustees

Chair Michael Wada

Vice Chair Mike Laughlin

Trustee Arturo Sanchez, Jr.

Trustee Aurelia Palhinha

Trustee Allison Stewart

General Manager Antonio Mendoza

District Counsel Carlos Campos

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, January 8, 2026

4:00 P.M.

1. CALL TO ORDER

Chair Stewart called the meeting to order at 4:00 p.m.

2. ROLL CALL

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

Absent: Trustee Sanchez

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Laughlin

4. AGENDA

Trustee Wada motioned to approve the Agenda. Trustee Palhinha seconded.

4 Approved

1 Absent

5. PUBLIC COMMENT

No one present.

6. CLOSED SESSION:

None.

7. CLOSED SESSION ANNOUNCEMENTS:

None

8. GENERAL MANAGER'S REPORT

A. FINANCE REPORT Dashboard, Revenues and Expenses, Endowment by Paul Kaymark

B. ACD UPDATES

Free Compost: Picked up free compost/ mulch from OC Recycling

Garage Improvements: In Progress

EaseWorks: Payroll began this week

Heroes' Holiday Tribute Event: Feedback

Block Map Measurements: Tier 2 Progressing

CAPC Conference GM Awards: Chair will submit Nomination

Tier 4 Updates: Row 26

Social Media: All videos are completed; Interment Process Videos are in use now

Conferences: CAPC Nomination Submitted; Awards March 19-22, 2026 Garden Grove

Upgrades: Irrigation Timer; In process

Vice Chair Laughlin motioned to approve the Finance Report. Trustee Palhinha seconded.

3 Approved

1 Absent

1 Abstention (Trustee Wada)

9. CONSENT ITEMS

A. Check Detail Report for the Month

B. Credit Card Detail Report

C. California Class Summary

D. October Burials & Services

Month of November- ACD had a total of **(14)** Funeral Services: **(11)** Full Burials and **(3)** Cremations.

We sold **(11)** Pre-Need plots.

E. MINUTES: December 11, 2025, Regular Board of Trustees Meeting Minutes

F. Adopt Ordinance No. 2026-01 Increasing Trustee Compensation (Second Reading)

Trustee Wada motioned to approve the Consent Calendar. Vice Chair Laughlin seconded.

4 Approved

1 Absent

10. ACTION ITEMS

A. **Irrigation Timer Improvement Project Proposal**

Trustee Wada motioned approve the expenditure for the Irrigation Timer Improvement Project Proposal. Vice Chair Laughlin seconded.

4 Approved

1 Absent

B. **Repurposing and Relocation of Piano Monument Bench**

Vice Chair Laughlin motioned to approve the repurposing and relocation of the piano monument bench. Trustee Wada seconded.

4-0 Approval

1 Absent

C. **Resolution 2026-001 Adjusting Certain Fees and Adopting Certain New Fees for Services Provided by the District**

Trustee Wada motioned to approve Resolution 2026-001 Adjusting Certain Fees and Adopting Certain New Fees for Services Provided by the District. Trustee Palhinha seconded.

4-0 Approval

1 Absent

D. Resolution 2026-002 Mid-Year Budget Review

Trustee Wada motioned to approve Resolution 2026-002 Mid-Year Budget Review. Trustee Palhinha seconded.

4-0 Approval

1 Absent

E. Resolution 2026-003 Adopting Memorial Benches Policy

Trustee Palhinha motioned to approve Resolution 2026-003 Adopting Memorial Benches Policy. Vice Chair Laughlin seconded.

4-0 Approval

1 Absent

11. BOARD COMMENT

Trustee Wada: Congratulates new Chair and provides best practices as new chair.

Trustee Palhinha: Thinks new Chair did a great job on her first meeting.

Trustee Sanchez: Not Present

Trustee Stewart: Thinks new interment videos are great. Thank the Board for their support.

Vice-Chair Laughlin: Congratulates new Chair and thanks staff for all their hard work.

12. ADJOURNMENT

Trustee Palhinha motioned to adjourn the Regular Meeting of the Board of Trustees. Vice Chair Laughlin seconded.

4-0 Approval

1 Absent

Chair Stewart adjourned the Regular Meeting of the Board of Trustees at 5:14 pm

The next Meeting of the Board of Trustees will be held on **Wednesday, February 4th, 2026 at 4:00 PM** at the District Office, located at Artesia Cemetery District, 11142 Artesia Blvd, Cerritos, CA 90703.