

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

AGENDA
Thursday, February 13, 2020

4:00 P.M

1. CALL TO ORDER

Chair Rene Treviño called the meeting to order at 4:03 p.m.

2. ROLL CALL

All Board of Trustees were present.

3. PLEDGE OF ALLEGIANCE

4. Trustee Stewart led the Pledge of Allegiance.

5. INVOCATION

Trustee Palhinha led the invocation.

6. AGENDA

Vice Chair Wada moved to approve the agenda. Trustee Stewart seconded. Unanimous approval.

7. PUBLIC COMMENT

No public comments.

8. CLOSED SESSION

Board of Trustees moved to Closed Session at 4:06 p.m.

9. CLOSED SESSION ANNOUNCEMENTS

Board of Trustees reconvened at 4:16 p.m.

No reportable item on Closed Session item A or item B.

Trustee Palhinha requested to invite the Attorney to the next meeting. Board direction.

10. DISTRICT MANAGER'S REPORT

Gopher machine is in the shop and is still under warranty; Intern is helping with data entry; Trustee Wada expects that teacher will show up once in a while; we have the new equipment and have been putting into good use; we no longer need the Front Loader since we have a backhoe; if Front Loader is sold, funds will be deposited to Savings account; Letters were sent to everyone who has a defaulted payment plan and has received a good response.

Trustee Palhinha requested an update on the investigation.

District Manager previously called for an update of the investigation and was informed that an update could not be provided to him.

Trustee Wada requested an update on Ms. Morris' case. Chair Treviño stated that the case has not been finished. She has not called back.

Trustee Palhinha requested that an update on any open issues and/or committee reports be provided on a monthly basis.

All open item/issue updates will be provided on the District Manager's report; conversations / meeting documentation is usually inserted in customer's file; Chair Treviño will provide dates that he communicated with Ms. Morris to the District Manager so that it is kept in her file.

Computer documents could now be backed up to the cloud.

Finance/Treasurer's Report:

Four reports were provided to the Board for their review and consideration.

Trustee Wada would like a report that indicates whether we are in the black or in the red; requested something simple.

Chair Treviño wants to know if we are making money or losing money; he's wanted to see numbers without the Endowment.

Trustee Palhinha would like finance report simplified.

Chair Treviño liked the reporting and would like to see a Profit and Loss Report from July 2019 thru June 2020 by Class; 5 Reports will be submitted next month, March 2020 for the Board's review.

Trustee Palhinha motioned to receive and file the Finance/Treasurer's Report. Seconded by Vice Chair Wada. Unanimous approval

11. CONSENT ITEMS

Chair Treviño pulled Item 10a; needs clarification in Consent item C1; statement was not clear. Ana clarified that the wording was incorrect, and it was corrected; Chair Treviño requested to add, 'the wording was corrected.' Vice Chair requested that we add the 'e' on pledge on Pledge of Allegiance.

Vice Chair Wada motioned to approve the Minutes of January 9, 2020 with recommended amendment. Seconded by Trustee Gonzalez. Unanimous approval.

12. ACTION ITEMS

A. BRIGHTVIEW TREE CARE SERVICES

Rebecca, Brightview Arborist, was present; stated that there is a safety and liability concern because trees have not been maintained in many years; the goal is to make the cemetery safe; she answered Board Trustee's questions and concerns.

Trustee Palhinha motioned to approve Brightview Tree Care Services contract for \$24,009 to trim the Artesia Cemetery District trees. Trustee Wada seconded.

Roll call vote: Yes- 3 No- 2

B. RECONSIDERATION OF ACD SIGNAGE

Trustee Palhinha motioned to continue the Reconsideration of ACD Signage to the next Board of Trustees meeting. Seconded by Vice Chair Wada. Unanimous approval.

C. RESOLUTION 2020-004 ADOPTING MEMORIAL MARKERS POLICY

Vice Chair Wada moved to adopt Resolution 2020-004 Adopting Memorial Markers Policy. Seconded by Trustee Stewart. Roll Call: Yes- 5 No-0 Unanimous approval

D. RESOLUTION 2020-005 TITLE TRANSFER FEE POLICY

Vice Chair Wada motioned to adopt Resolution 2020-005 Title Transfer Fee Policy. Seconded by Trustee Stewart. Roll Call: Yes- 5 No-0 Unanimous approval

13. BOARD COMMENTS

Trustee Stewart wished everyone a great Valentine's Day and a great long weekend. She thought this was a productive meeting.

Trustee Palhinha: no comments

Trustee Gonzalez: no comments

Vice Chair Wada also thought that this was a very productive meeting and stated that they had made progress on how the budget and fiscal status should be displayed. He requested the status of the dog that is buried in the cemetery.

Chair Treviño stated that there are five people (in the Board) and have good discussions. At any time anybody can make a motion to approve or not. He thought that the meeting was a very productive and glad that the trees are going to be worked on. He wished everyone a Happy Valentine's Day and a great month.

Chair Treviño adjourned the meeting at 6:23 p.m. to the to the next Regular Meeting of the Board of Trustees on Thursday, March 12th, 2020 at 4:00 p.m.