

# Artesia Cemetery District

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

## Board of Trustees

Acting Chair, Trustee Rene Treviño      Trustee Linda Gonzalez      Trustee Michael Wada

## District Manager

Antonio Mendoza

## REGULAR MEETING OF THE BOARD OF TRUSTEES

### AGENDA

Thursday, October 10, 2019

*PLEASE REFRAIN FROM USING CELL PHONES AND SILENCE ALL ELECTRONIC COMMUNICATION DEVICES WHILE THIS PUBLIC MEETING IS IN SESSION.*

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

**CALL TO ORDER-** Acting Chair

**ROLL CALL-** Secretary

### **PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

This time is for members of the public to address the Board of Trustees on any item on the Closed Session agenda. There is a three-minute time limit.

### **RECESS TO CLOSED SESSION**

1. Conference with Legal Counsel--Potential Initiation of Litigation Pursuant to Government Code Section 54956.9 (4) One Potential Case
2. Conference with Real Property Negotiators; Property: Rosewood Park  
District Negotiator: Antonio Mendoza, District Manager; Negotiating Parties: Artesia Cemetery District and City of Cerritos; Under Negotiation: Lease terms

### **RECONVENE TO OPEN SESSION**

### **ORAL CLOSED SESSION ANNOUNCEMENT AND/OR ACTION FROM CLOSED SESSION TO BE TAKEN IN OPEN SESSION**

### REGULAR BOARD OF TRUSTEES MEETING

*(Immediately following closed session)*

**CALL TO ORDER-** Chair

**ROLL CALL -** Secretary

**PLEDGE OF ALLEGIANCE-** Trustee

**INVOCATION-** Trustee

**AGENDA-** Approval of Agenda

**PUBLIC COMMENT -** Three Minute Limit

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@artesiacementerydistrict.com](mailto:info@artesiacementerydistrict.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 items are also available online at [www.artesiacementerydistrict.com](http://www.artesiacementerydistrict.com).

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.

## DISTRICT MANAGER'S REPORT

D1. ACD Update

## CONSENT ITEMS

- C1. MINUTES: September 12, 2019 Board of Trustees Regular Meeting Minutes  
*Recommendation:* Staff recommends that the Board review, make edits, and approve minutes of the Regular Board Meeting of September 12, 2019.
- C2. MINUTES: September 27, 2019 Board of Trustees Special Meeting Minutes  
*Recommendation:* Staff recommends that the Board review, make edits, and approve the minutes of the Special Board Meeting of September 27, 2019.
- C3. FINANCE/TREASURER'S REPORT  
DM Monthly Financial Report: September 2019 Sales Report/ Monthly Balance Sheets

## ACTION ITEMS

- A1. SELECT DATE FOR ACD STUDY SESSION ON BOARD POLICY AND PROCEDURES MANUAL
- A2. RESOLUTION-2019-002: ADOPTING SICK LEAVE POLICY
- A3. RESOLUTION -2019-008: APPROVING A PUBLIC RECORDS REQUEST POLICY
- A4. ACD VEHICLE USE POLICY
- A5. ARCHITECT PROPOSAL FOR ACD REMODEL
- A6. TOUR (If time permits)

## 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.

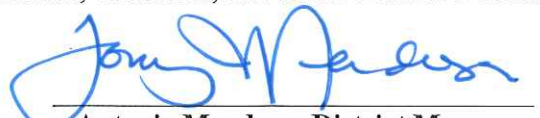
## ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held on Thursday, November 14, 2019, at 4:00 p.m., at the District Office, located at Artesia Cemetery District, 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, October 7, 2019

  
Antonio Mendoza, District Manager