

Artesia Cemetery District

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

AGENDA

Thursday, February 11, 2021

4:00 P.M

TELECONFERENCED MEETING

(Conducted Pursuant to Governor Executive Order N-29-20)

1. CALL TO ORDER

The meeting was called to order by Vice Chair Stewart at 4:01 p.m.

2. ROLL CALL

Present: Trustees Gonzalez, Trustee Palhinha, Trustee Laughlin, and Vice Chair Stewart

Absent: Chair Wada

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Trustee Laughlin.

4. AGENDA

Trustee Gonzalez motioned to approve the agenda. Seconded by Trustee Palhinha.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

5. PUBLIC COMMENT

No public comments.

6. CLOSED SESSION

A. Conference with Legal Counsel

Potential Initiation of Litigation

Pursuant to Government Code Section 54956.9 (4): (One Potential Case)

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

The Board of Trustees returned from Closed Session at 4:07p.m

Closed Session Announcement: No reportable actions.

7. GENERAL MANAGER'S REPORT

A. FINANCE/TREASURER'S REPORT

Paul Kaymark, Financial Consultant, reviewed financial statements. Year correction on statement, 2021 not 2020. Per Trustee Palhinha's request, Paul will number financial pages.

Trustee Palhinha motioned to accept the Finance Report. Seconded by Trustee Laughlin.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

B. ACD UPDATE

General Manager Mendoza provided an ACD Update. Informed Board that there is a shortage in vaults, however, ACD has sufficient vaults. Cemeteries are contacting ACD to inquire about plastic vaults. ACD will receive double depth vaults on March 8, 2021.

C. COVID-19 PANDEMIC PROTECTIVE MEASURES

ACD is following county and state regulations. ACD is compliant with CAL OSHA COVID-19 Prevention Program.

8. CONSENT ITEMS

A. MINUTES: January 14, 2021 Regular Board Meeting Minutes

Trustee Laughlin motioned to approve the January 14, 2021 Minutes of the Regular Board Meeting, Seconded by Trustee Palhinha.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

9. ACTION ITEMS

A. Authorization to Commence LAFCO Application Process to Expand the District’s Sphere of Influence and to Annex Additional Territory

Trustee Laughlin motioned to Authorize the Commencement of the LAFCO Application Process to Expand the District’s Sphere of Influence and to Annex Additional Territory. Seconded by Trustee Palhinha.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

B. RESOLUTION 2021-005 Committing Available General Fund Monies to Restore the District’s Endowment Care

Trustee Palhinha expressed his concern about the Endowment investigation and debt. General Manager Mendoza will provide an update at the next Regular Meeting of the Board of Trustees.

Trustee Gonzalez motioned to approve Resolution 2021-005 Committing Available General Fund Monies to Restore the District’s Endowment Care. Seconded by Trustee Laughlin.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

C. RESOLUTION 2021-006 Adopting A Memorial Bench Policy

Trustee Gonzalez motioned to approve Resolution 2021-006 Adopting A Memorial Bench Policy. Seconded by Trustee Palhinha.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

D. New Part-Time Office Assistant and Foreman Position

Trustee Laughlin motioned to approve the New Part Time Office Assistant and Foreman Position. Seconded by Trustee Palhinha.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

E. RESOLUTION 2021-007 Adopting Volunteer Interment Fees Waiver Program

Trustee Laughlin requested that the policy be specific, and to include that only immediate family members qualify to be interred.

Trustee Gonzalez requested clarification on the Volunteer Policy.

Trustee Laughlin motioned to approve Resolution 2021-007 Adopting Volunteer Interment Fees Waiver Program with adjustments. Seconded by Trustee Palhinha.

Roll Call Vote: Yes: 3 No: 1 Absent: 1 Abstention: 0

F. Strategic Development Plan- Request for Qualifications/Request for Proposals

Trustee Gonzalez did not receive a copy of the Strategic Development Plan Staff Report. Ana will email Trustee Gonzalez a copy; was informed that she had the option to abstain.

Trustee Palhinha motioned to approve the Strategic Development Plan Request for Qualifications/Request for Proposals. Seconded by Trustee Laughlin.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

10. BOARD COMMENTS

Trustee Gonzalez stated that she was nervous because of the things that were approved last month and this month. She cares for everyone, cares for the great job that is going on at the cemetery and does not want to be on the same boat as the last people that were running the cemetery. Wants to be very careful with the things that are approved.

General Manager Mendoza informed the Board of Trustees that all items and Resolutions that have been approved have been reviewed by the attorney; informed Board Members that they may contact the attorney at any time for further information or clarification.

Trustee Palhinha congratulated Vice Chair Stewart on how she ran the meeting. Stated that if okay with the Board, requested that Ana buy a (Get Well) card for Chair Wada to wish him the best. Mentioned that he is proud of General Manager Mendoza for doing an outstanding job at the ACD. The Bookkeeper shows numbers which was not done before. After seeing the numbers month to month, he found it difficult to listen to accusations and did not agree with them.

Trustee Laughlin wished the Chairman good health and hopes the therapy works for him. He did not think that Trustee Gonzalez meant to accuse Ana and Tony of anything. He thinks she was really trying to say that, due to the amount of taxpayer money that is being spent, she does not want to be perceived like the previous group that was taking money and spending money; she is concerned about some of the things, which is okay because everyone has the opportunity to look at things and have their own opinion. He did not think that Trustee Gonzalez was accusing Tony and Ana of anything. She was just concerned that a lot of money was being spent but it was necessary money to improve the services that had not been improved in the cemetery, and hopefully bring in more revenue.

Vice Chair agreed with Trustee Laughlin. Stated that it is a virtual meeting which takes away the body language, tone, and it is another complication of the Covid circumstance that we are in right now. She sends her thoughts to the Chair (Wada) and thanked everyone for being patient with her during the meeting.

Trustee Gonzalez motioned to adjourn the Regular Meeting of the Board of Trustees. Seconded by Trustee Laughlin.

Roll Call Vote: Yes: 4 No: 0 Absent: 1 Abstention: 0

11. ADJOURNMENT

Vice Chair Stewart adjourned the meeting at 5:32 p.m. to the next Regular Meeting of the Board of Trustees will be held on Thursday, March 11, 2021 at 4:00 p.m., at the District Office, located at Artesia Cemetery District, 11142 Artesia Boulevard, Cerritos, CA 90703.