

**LOS ANGELES HARBOR AREA CEMETERY DISTRICT**  
**Meeting of the Board of Trustees**  
Wednesday, June 1, 2022, at 6:00 p.m.  
605 E. O St. Wilmington, CA. 90744

**Historic Wilmington Cemetery**  
**Board of Trustees**

Sergio Carrillo, President  
Loraine F. Geluz, Vice President  
Tony Fernandez, Secretary  
Carol Maldonado, Trustee  
Theresa M. Morales, Trustee

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**AGENDA**

This agenda has been prepared and posted at least 72 hours prior to the Regular Meeting of the Board of Trustees in accordance with the Ralph M. Brown Act.

The public may be heard on an item before or during the consideration of any agenda item to be considered by the Board of Trustees, subject to reasonable time limitations for each speaker.

The Board of Trustees CANNOT act on any unscheduled items unless it is declared by a vote of at least two thirds (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the district after the agenda was posted. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

All items on this agenda, whether expressly listed for action, may be deliberated and may be subject to action by the Board of Trustees. Details and supporting materials concerning agenda items are available for public reference during normal working hours at the District Office.

CALL TO ORDER, ROLL CALL AND ESTABLISHMENT OF QUORUM

CERTIFICATION OF AGENDA POSTING

FLAG SALUTE

ACTION ITEMS, DISCUSSION & POSSIBLE ACTION

WILMINGTON ASSESSMENT PAPERWORK (*see attach*)

MEMORIAL DAY RECAP

FLAGPOLE REPLACEMENT (*see attach*)

CLOSED SESSION (*item for discussion / see attach*)

FLAGPOLE REPLACEMENT

**a)** Flagpole project, possible placement of new flagpole site is far middle of the cemetery facing ICE container where there are 3 stationary yellow cautionary poles are located. **b)** There are ongoing several quotes being requested. **c)** Ongoing conversation has started with Sergio and the Office Supervisor Hahn for assistance. **d)** Tony Fernandez email sent to Department of Building Service and **e)** Department of Public Works for the process on permit has come to light a permit maybe required. Sergio Carrillo had tried to get information with Department of Building and Safety San Pedro in person but needed to make an appointment. **f)** Tony Fernandez had a Google Meet Tuesday 05/10/2022 with Fernando Navarrete Field Deputy for CD15. Fernando will provide the language for the Board to confirm and have on file but in short if we repair/replace it ourselves since its private property there is no need for permit. If we hire or have someone install it, then it needs a permit and other documents. Request further discussion on this item.

GROUNDS UPDATE

FENCE UPDATE

BENCHES

Pieces of cement are chipped off areas on 2 benches. Need of repair.  
Request for quotes for benches, requested by 3 families.

IN CLOSED SESSION

(Discussion on personnel and human resources concerns upcoming changes effected in June)

**THE TRUSTEES OF THE  
WILMINGTON CEMETERY DISTRICT**

**FINAL RESOLUTION OF INTENTION TO LEVY AND COLLECT  
ANNUAL ASSESSMENTS FOR WILMINGTON CEMETARY LLA  
DISTRICT 1 PURSUANT TO PROVISIONS OF LANDSCAPE  
AND LIGHTING ACT OF 1972 (DIVISION 15, PART 2, STREETS  
AND HIGHWAYS CODE, STATE OF CALIFORNIA)**

WHEREAS, the Trustees of the Wilmington Cemetery District on **June 1, 2022**, adopted the resolution initiating proceedings for the levying and collecting assessments for landscaping maintenance purposes to the provisions of the Landscaping and Lighting Act of 1972 for the fiscal year 2022-2023, and

WHEREAS, the Trustees approved and filed the Engineer's Report containing a full detailed description of the improvements, the boundaries of the assessment district, and the proposed assessments upon assessable lots and parcels of land within the district.

NOW, THEREFORE, BE IT RESOLVED, by the Trustees of Wilmington Cemetery, District of the County of Los Angeles, State of California.

Section 1. That the public interest and convenience require, and that it is the intention of the Trustees of the Wilmington Cemetery District of the County of Los Angeles, State of California, to levy and collect annual assessments for the landscape maintenance district created pursuant to the Landscaping and Lighting Act of 1972 to provide funds to maintain and service the existing and future landscape improvements developed within the Wilmington Cemetery Facility which is included within the boundaries of the district to install and plant any necessary landscaping therein and to install and construct any facilities necessary or convenient thereto. The landscape maintenance district, known as Wilmington Cemetery LLA District No. 1, has boundaries established so as to include all of the parcels contained within the existing Wilmington Cemetery District.

SECTION 2. That the amounts to be assessed for the expenses of such maintenance, operation, service, installation, and construction of the work or improvements above described shall be levied and collected in the same manner and by the same officers as taxes for county purposes are levied and collected and shall be disbursed and expended for maintenance, operation and service of the district, and any necessary installation and planting of landscape therein and any necessary installation and construction of any facilities necessary or convenient thereto, all as described in the Engineer's Report.

SECTION 3. That on **July 6, 2022**, at the hour of 6:00 p.m. of said day at 544 N. Avalon Blvd., Wilmington, California, is the place fixed by said Trustees when and where any and all persons having any objections to the levying and collecting of annual assessments for the Landscape Maintenance District for the maintenance, operation, and servicing of said improvements, the installation and planting of landscaping therein, and the installation and construction of any facilities necessary or convenient thereto may appear before the Trustees and show cause why the expenses of maintenance, operating and servicing the said improvements, the installation and planting of landscape therein, and the installation and construction of any facilities necessary or convenient thereto, should not be levied and confirmed against the above-described district.

SECTION 4. The district shall cause Notice of Hearing, in the form and manner specified in section 6061 of the Government Code, to be published in the Daily Breeze, Harbor Area. Publication of the notice of hearing shall be for one time and shall be completed at least 10 days prior to the date of the hearing.

SECTION 5. The Trustees find that the proposed assessment to be levied and confirmed is for the purpose of (1) meeting operating expenses, including maintenance contracts (2) purchasing or leasing supplies, equipment, or materials (3) meeting financial reserve needs and requirements (4) partially reimbursing the Los Angeles County district to meet current expenses and cost of forming the assessment district and (5) said proposed assessment is therefore exempt from the California Environmental Quality Act pursuant to Section 21080(b)8 of the Public Resources Code.

The foregoing resolution was passed on **June 1, 2022**, by the Trustees of the Wilmington Cemetery District of the County of Los Angeles, state of California.

\_\_\_\_\_  
Sergio Carrillo - President, Board of Trustees

\_\_\_\_\_  
Date Signed



Tony Fernandez <tony@wilmingtoncemetery.com>

**Fwd: Wilmington Cemetery Assessment Paperwork begins: THE MOST IMPORTANT RESOLUTION LETTER - ACTION NEEDED**

1 message

**Fernando Navarrete** <fernando.navarrete@lacity.org> Fri, May 13, 2022 at 5:38 PM  
To: Lorie Geluz <lorie@wilmingtoncemetery.com>, Mariann Karish <mariann.karish@lacity.org>, Sergio Carrillo <sergio@wilmingtoncemetery.com>, Tony Fernandez <tony@wilmingtoncemetery.com>

----- Forwarded message -----

From: **Mariann Karish** <mariann.karish@lacity.org>  
Date: Fri, May 13, 2022 at 2:38 PM  
Subject: Wilmington Cemetery Assessment Paperwork begins: THE MOST IMPORTANT RESOLUTION LETTER - ACTION NEEDED  
To: Sergio Carrillo <sergio@wilmingtoncemetery.com>  
CC: Fernando Navarrete <fernando.navarrete@lacity.org>

My apologies - I forgot to mention in the title that this is the start of the letters/Resolutions for the 2022-2023 Wilmington Cemetery Assessment.

----- Forwarded message -----

From: **Mariann Karish** <mariann.karish@lacity.org>  
Date: Fri, May 13, 2022 at 2:27 PM  
Subject: THIS IS THE MOST IMPORTANT RESOLUTION LETTER - ACTION NEEDED  
To: Sergio Carrillo <sergio@wilmingtoncemetery.com>  
Cc: Fernando Navarrete <fernando.navarrete@lacity.org>

This Resolution is most important due to multiple actions that are needed. It is used by the LA County Assessor's Office as the legal document for requesting the assessment.

Here is the official name:

**FINAL RESOLUTION OF INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS FOR WILMINGTON CEMETERY LLA DISTRICT 1 PURSUANT TO PROVISIONS OF LANDSCAPE AND LIGHTING ACT OF 1972 (DIVISION 15, PART 2, STREETS AND HIGHWAYS CODE, STATE OF CALIFORNIA)**

**ACTIONS NEEDED, PLEASE:**

- 1) **this needs to be on your 6-1-22 Board Meeting Minutes to get adopted/accepted.**
- 2) Please verify if there will be a Board meeting on 7-6-22. This date is on the Resolution as the public outreach meeting.
- 3) Once the Resolution has been adopted by the Board, the Board President needs to sign the Resolution and email a signed scanned copy to me ASAP, please.
- 4) Once I receive the signed Resolution from you, I have to contact the Daily Breeze and begin the process for submitting an ad to the paper for the public announcement. The proof submission deadline to the Daily Breeze is Wednesday, JUNE 15, 2022.

The Final Resolution must be **published** in the Daily Breeze 2 weeks prior to the 7-6-22 Board Meeting. If the public wishes to attend the Board meeting, the Resolution lists the address, time and date of the next Board Meeting (in this case 7-6-22).

This is the most important Letter in terms of meeting legal publishing requirements and is what LA County uses as the basis of the assessment once it has been submitted to them.

I will be sending other letters needing your signature today [5-13-22] as well.

Other letters may need your signature in late June depending on the LA County Assessor's requirements.

Please let me know if you have any questions on this.

Thank You,

Mariann Karish, M.A.  
GIS & Mapping Division | Management Analyst  
Bureau of Engineering | Department of Public Works  
201 North Figueroa Street, Suite 290  
Los Angeles, CA 90012  
Mail Stop 901  
O (213) 808-8659  
F (213) 482-7110  
mariann.karish@lacity.org



5/13/22, 5:43 PM

Los Angeles Harbor Area Cemetery District Mail - Fwd: Wilmington Cemetery Assessment Paperwork begins: THE MOST IMPOR...

## ENGINEERING



CITY OF LOS ANGELES



The Bureau of Engineering (BOE) has a new online Customer Service Request (CSR) application to receive all inquiries and requests that do not already have an avenue for submission in other BOE web applications. These include requests for clearances related to City Planning or LAOBS building permits.

The CSR application, and all other BOE applications, are accessible through our online portal, which can be found at <http://engpermits.lacity.org/>.

The normal response time for CSR requests is one to three days, with a maximum of about a week during unusual periods. Requests are taken in the order received and are monitored closely to ensure that all are responded to. You will be notified by email when there is a response and can log in any time to check the status. In order to serve you better, requests and questions are no longer accepted via phone or email.

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Mariann Karish, M.A.  
GIS & Mapping Division | Management Analyst  
Bureau of Engineering | Department of Public Works  
201 North Figueroa Street, Suite 290  
Los Angeles, CA 90012  
Mail Stop 901  
O (213) 808-8659  
F (213) 482-7110  
[mariann.karish@lacity.org](mailto:mariann.karish@lacity.org)

## ENGINEERING



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Respectfully,

Fernando Navarrete  
Public Works Deputy  
Office of Councilman Joe Buscaino  
Council District 15  
City of Los Angeles  
638 S. Beacon Street, San Pedro CA, 90731  
O: 310-732-4515



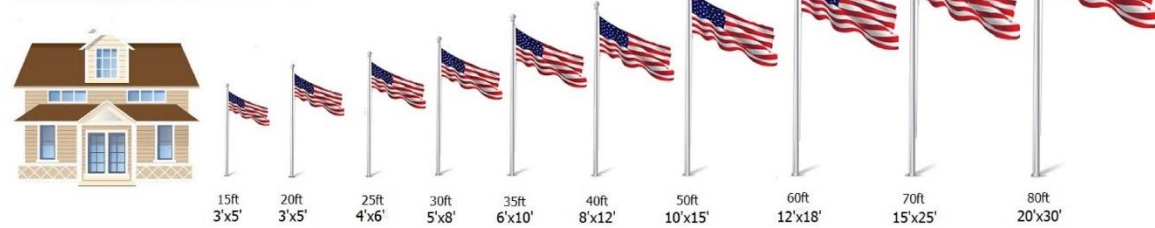
2022-23 FINAL Authority to Initiate Levy\_Collect\_Publish Assessment - LETTER 2 WC signature required after Board Okay.doc

33K

# The Flagpole Company



## Flagpole & Flag Size Chart



15ft 3'x5'    20ft 3'x5'    25ft 4'x6'    30ft 5'x8'    35ft 6'x10'    40ft 8'x12'    50ft 10'x15'    60ft 12'x18'    70ft 15'x25'    80ft 20'x30'

I want to fly to 2 flags.

20ft = 3'x5' & 3'x5'	25ft = 3'x5' & 3'x5'
30ft = 4'x6' & 3'x5'	35ft = 5'x8' & 4'x6'
40ft = 6'x10' & 5'x8'	45ft = 6'x10' & 5'x8'
50ft = 8'x12' & 6'x10'	60ft = 10'x15' & 6'x10'
70ft = 12'x18' & 8'x12'	80ft = 15'x25' & 12'x18'

### Residential

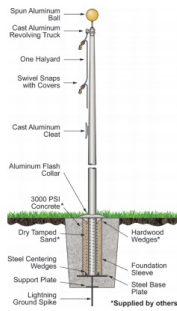
- Average height for small home / limited space: 15ft
- Average height for a single story home: 20ft
- Average height for a 2 story home: 25ft
- Average height for an estate home: 30ft

### Commercial

- Average height for standard commercial bldg: 25ft & 30ft
- Average height for large commercial bldg: 35ft & 40ft
- Average height for a corporate complex: 40ft, 50ft & 60ft
- Average height for carwash, gas station's & dealerships: 60ft, 70ft & 80ft

**Landmark Series Flagpoles:** Dealerships, Storage Facilities & More : 100ft thru 200ft

Current lead time for flagpoles 30' & longer may take 4 to 8 weeks for delivery due to LTL delivery driver shortages.



Truck pulley may vary.

### Setting the Standard, Traditional #1 Choice in the Industry!

- Revolving truck assembly.
- Truck swivels back & forth with flag.
- Low maintenance.
- Perfect for flag raising ceremonies.
- Traditional / Classic.
- Superior strength & beauty.
- Our most popular choice!
- Ships common carrier freight.
- Made in the USA.
- Lifetime shaft warranty, restrictions may apply.

#### Two Steps to Buying an External Halyard Aluminum Flagpole

- 1) Choose **Exposed Height**: 20ft to 80ft. using [Flagpole Size Chart](#)
- 2) Choose **Strength/Wind Load** using [Wind Speed Chart](#)

Application ▼ Material ▼ Type ▼ Exposed Height ▼ Strength/Wind Load ▼

Showing 1 - 39 of 39 items Sort By: (Price low to high ▼)



32ft (2) Piece Wind Speed 120+ Mph 8 Butt Dia. x 188 Wall Thickness External Halyard Aluminum Flagpole  
Price: \$2745.95



20ft (1) Piece Wind Speed 105 Mph 4 Butt Dia. x 125 Wall Thickness External Halyard Aluminum Flagpole  
Regular: \$1426.06  
Sale Price: \$1375.95



20ft (1) Piece Wind Speed 138 Mph 5 Butt Dia. x 125 Wall Thickness External Halyard Aluminum Flagpole  
Regular: \$1640.06  
Sale Price: \$1490.95



20ft (1) Piece Wind Speed 182 Mph 5 Butt Dia. x 188 Wall Thickness External Halyard Aluminum Flagpole  
Regular: \$1710.06  
Sale Price: \$1562.95



26ft (1) Piece Wind Speed 85 Mph 4 Butt Dia. x 125 Wall Thickness External Halyard Aluminum Flagpole



26ft (1) Piece Wind Speed 105 Mph 4 Butt Dia. x 125 Wall Thickness External Halyard Aluminum Flagpole  
Regular: \$1400.06  
Sale Price: \$1649.95



26ft (1) Piece Wind Speed 120 Mph 5 Butt Dia. x 158 Wall Thickness External Halyard Aluminum Flagpole  
Regular: \$1073.04  
Sale Price: \$1927.95



26ft (1) Piece Wind Speed 120+ Mph 8 Butt Dia. x 188 Wall Thickness External Halyard Aluminum Flagpole  
Regular: \$2420.06  
Sale Price: \$2973.95

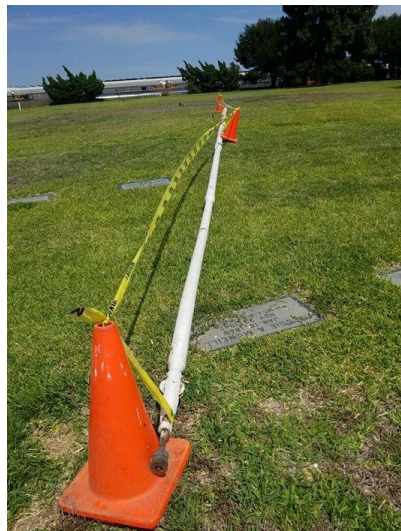
passion-district.com

**Solar Powered Flagpole Light - All Night Long Last - LED**

\$64.90 ~~\$84.90~~ SAVE \$20.00

QUANTITY:

We use cookies to ensure that we give you the best experience on our website. If you continue we'll assume that you understand this. [Learn more](#)



NEXT MEETING FOR 6:00 PM WEDNESDAY JULY 6, 2022, AT WILMINGTON HISTORIC CEMETERY