

Coachella Valley Public Cemetery District
Board Meeting
December 11, 2018
8:00 AM

Coachella Valley Public Cemetery
District Office
82925 Avenue 52
Coachella, CA 92236

CALL TO ORDER:

Chair Underwood: _____ Vice-Chair Ceja: _____ Trustee Coronel: _____

Trustee Rios: _____ Trustee Rosales: _____

FLAG SALUTE

MOMENT OF SILENCE

PUBLIC COMMENT: Anyone wishing to address the Board on any matter not on the agenda may do so now. All person(s) wishing to speak on an item on the agenda may do so at the time the Board considers that item. All persons wishing to speak must inform the clerk in advance of the start of the meeting. There is a three-minute limit on public comments.

Under the provisions of the Brown Act, the Board is prohibited from taking action on oral requests. However, the Board Members may respond briefly or refer the communication to staff. The Board may also request the clerk to calendar an item related to your communication at a future Board meeting.

ADDITIONS TO THE AGENDA: Government Code section 54954.5(b)(2) provides “upon a determination by two-thirds vote the members of the legislative body present at the meeting, or if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a)”

AGENDA

1. CONSENT CALENDAR: Items that are considered routine, non-controversial and generally approved in a single motion. A Trustee may request to have an item removed from the consent calendar for discussion or to be deferred.

- 1.1 Board Minutes
Regular Meeting – November 13, 2018

- 1.2 Finance and Administration
 - a. Approval of Expenditures #23271 to #23312
 - b. Approval of General Managers mileage costs.

2. BOARD ACTION ITEMS: Prior to action of the Board, any member of the audience will have the opportunity to address the Board on any item listed on the agenda, including those on any consent calendar. PLEASE SUBMIT A REQUEST TO SPEAK TO THE CLERK IN ADVANCE.

- 2.1 2019 Holiday Schedule
Staff Recommendation:
Recommendation is to approve.
- 2.2 Longevity, Year-end Bonus
Staff Recommendation:
Recommendation is to approve.
- 2.3 Ethics Policy – Special District Requirement
Staff Recommendation:
Recommendation is to approve.
- 2.4 2019 CAPC Annual Meeting
Staff Recommendation:
Recommendation is to approve expenditures for the GM and any Board members who would like to attend the event.
- 2.5 Approval to form a committee to revise the Districts Employee Handbook and Bylaws, with input from District’s legal counsel.
Staff Recommendation:
Recommendation is to approve.
- 2.6 Approval to move forward with publication of the District’s Conflict of Interest Policy.
Staff Recommendation:
Recommendation is to approve the policy as written.
- 2.7 Approval for General Manager to move into House #1
Staff Recommendation:
Recommendation is to approve the GM to move into House #1 with the understanding that there may be changes to the housing policy in the future.
- 2.8 Appointing only the Chairman and Vice Chairman as the only check signers, removing all non-board officers as signers.
Staff Recommendation:
Recommendation is to have a discussion on the matter.

3. INFORMATIONAL ITEMS: Information items are non-action items presented to the Board for their information.

3.1 Proof of Publication – Trustee Stipend

4. COMMITTEE REPORTS:

5. CLOSED SESSION ITEMS: The District may adjourn to a closed session to consider litigation matters, personnel matters, or other matters as provided for in the Ralph M. Brown Act (Section 54940 et seq. of the Government Code).

6. STAFF REPORTS

6.1 Budget Update

7. BOARD COMMENTS: Trustees may comment upon District events; provide reports on attended meetings and events; and suggest items for future Board consideration, among other things.

8. ADJOURNMENT

Any person with a disability who requires accommodations in order to participate in the meeting should telephone Leland Kestell at (760) 398-3221, at least 48 hours prior to the meeting in order to make a request for disability-related modifications or accommodation.

DECLARATION OF POSTING: I declare under penalty of perjury that I am employed by the Coachella Valley Public Cemetery District and the foregoing agenda was posted at the District office and the scheduled meeting place, December 11, 2018.

Leland Kestell, General Manager