

Coachella Valley Cemetery District
Board Meeting
March 12, 2019
8:00 AM

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

CALL TO ORDER:

Chair Underwood: _____ 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

- a. Regular Meeting – February 12, 2019
- b. Special Meeting – February 22, 2019

- 1.2 Finance and Administration
 - a. Approval of Expenditures #22430 -23491

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 Proposals for chain link fence for the new internment area and sprinkler purchase.
Staff Recommendation:
Approve Allen Fence company's proposal to install 201 feet of privacy chain link fencing to secure the new internment area of the cemetery. And to approve the quote from Hi-Tech Irrigation for sprinklers.

 - 2.2 CSDA Webinars – Authorization to purchase educational Webinars from CSDA.
Staff Recommendation:
Approve additional funds for CSDA training to satisfy the Grand Jury's recommendations for more training.

 - 2.3 Approve RFP for Employee Compensation Study.
Staff Recommendation:
Approve going out to RFP for a comprehensive Compensation Study.

 - 2.4 Approve the creation of a standing Executive Committee.
Staff Recommendation:
Approve the creation of an Executive Committee.

 - 2.5 Hiring a forensic auditor to look at past audits and expenditures.
Staff Recommendation:
Discuss costs and reasons for hiring a forensic auditor.

 - 2.6 Approve Job Description for Administrative Assistant/Clerk of the Board Position.
Staff Recommendation:
Approve the Job Description for the Administrative Assistant/Clerk of the Board position that was discussed and voted on at the February 22, 2019 Special Meeting.

 - 2.7 Approve Trustee training for Required AB 1234 and Sexual harassment.
Staff Recommendation:
Approve training as required by the State of California and Grand Jury.

3. **INFORMATIONAL ITEMS:** Information items are non-action items presented to the Board for their information.
 - 3.1 Employee Housing Update
 - 3.2 Set up Trustee Emails
 - 3.3 Trustee Business Cards

- 3.4 Trustee Pictures
- 3.5 ACO Projects Update
- 3.6 Review Contract terms With Best Best and Krieger

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).

5.1 Personnel Matters – Employee Evaluation
Public employee performance evaluations pursuant to Government Code section 54957
Position: General Manager

5.2 Conference with Legal Counsel – Anticipated Litigation
Initiation of litigation, pursuant to Government Code Section 54956.9(d)(4)
One (1) potential case.

6. 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.

7. 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, March 8, 2019.

Leland Kestell, General Manager