

**Coachella Valley Public Cemetery District**  
**Board of Trustees Special Meeting – Minutes**

**Location: Coachella Valley Community Trust**

**45149 Smurr Street, Ste A**

**Indio, CA 92201**

**February 22, 2019**

**Call to Order:**

President Bruce Underwood, Dr.PH. Called the meeting to order at 12:05 p.m.

**Pledge of Allegiance**

**Moment of Silence**

**Roll Call:**

Those present at roll call: President Bruce Underwood, Dr.PH., John Rios and Ernesto Rosales. Also present were General Manager Lee Kestell and legal counsel Carlos Campos.

**1. Public Comments:**

None

**2. Board Action Items:**

- 2.1 Approve Job description for Administrative Assistant/Clerk of the Board.  
After a discussion, Trustee Rios made a motion to accept the Job Description as written, this was seconded by Trustee Rosales. After a roll call vote, Yeas were Trustees Rios and Rosales. Trustee Underwood votes No.
- 2.2 Approve pay scale for Administrative Assistant/Clerk of the Board position.  
After a discussion, Trustee Rosales made a motion to accept the pay scale for the Administrative Assistant/Clerk of the Board position. This was seconded by Trustee Rios. After a roll call vote All in Favor.

**3. Board Comments:**

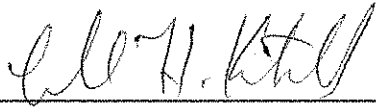
Trustees Rios and Rosales addressed the Board regarding meeting times, dates and locations and unprofessional emails and remarks.

**4. Adjournment:**

The meeting was adjourned by the Board Chairman, Bruce Underwood, Dr.P.H. at 12:36 p.m.

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Chairman Bruce Underwood, Dr.P.H.

A handwritten signature in cursive script, appearing to read "Leland Kestell".

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Leland Kestell – General Manager