

Coachella Valley Public Cemetery District

Special Meeting

Saturday, March 27, 2021

12:00 PM

A Trustees Meeting of the Governing Board of the Coachella Valley Public Cemetery District (CVPCD) was held at Coachella Valley Community Trust – 45-149 Smurr Street, Indio, CA 92201, on Saturday March 27, 2021 at 12:00 p.m. Pursuant to the Executive Order N-29-20 as a result of COVID 19, this meeting was also conducted via teleconference by Zoom.

Public Notice: Public notice was posted on the District Website and at the Cemetery Office on Thursday March 25, 2021 by the Clerk of the Board.

CALL TO ORDER, ROLL CALL

Chairman Ernesto Rosales called the meeting to order at 12:09 p.m., those in attendance were as follows:

Directors Present: Ernesto Rosales, Chair; Judy Vossler, Vice-Chair; Trustees Marcos Coronel, John Rios
Underwood not present at Roll Call

Directors Absent: None

Add'l Participants: Craig Hayes, District Counsel with Best, Best & Kreiger

FLAG SALUTE

MOMENT OF SILENCE

PUBLIC COMMENT

None to Report

ADDITIONS TO THE AGENDA

None

AGENDA

CONSENT CALENDAR

- 1.1 Authorize the Chairman to submit a letter of support and engage in advocacy for AB 868- State of Emergency: Funeral Expense Assistance.
- 1.2 Authorize the purchase of Verizon Wireless cellphones for District personnel and Trustees in an amount not to exceed \$5,000 through the National Master Agreement #MA152.
- 1.3 Authorization to seek and accept reimbursement funds under the "Loss Prevention Funds" program offered by the Special District's Risk Management Authority (SDRMA), for recent security-related upgrades.
- 1.4 Authorize the purchase of 5 laptops to be issued to Trustees in an amount not to exceed \$12,000.

Motion: Coronel, to approves the entire Consent Calendar

2nd: Vossler

Discussion: None
Yes: Coronel, Rios, Rosales, Vossler
No: None
Absent: None
Abstain: None

Note: 1.1 Chair Rosales and Trustee Coronel appointed as liaison for AB 868-State of Emergency: Funeral Expense Assistance; will report back to the Board

TRUSTEES ACTION ITEMS

Trustee Underwood arrived at 12:09 p.m.

2.1 Approve, in concept, the automation of the Coachella Cemetery's irrigation system and authorize the Chairman of the Board to solicit bids

Motion: Underwood, to approve full irrigation in concept and to proceed with bid process for full irrigation

2nd: Coronel

Discussion: Coronel discussed the proposal from Vintage Landscape for automating the irrigation system for all sections of the cemetery, estimate \$70,000-73,000.

Yes: Coronel, Rios, Rosales, Underwood, Vossler

No: None

Absent: None

Abstain: None

INFORMATIONAL ITEMS

3.1 Information Technology Ad-Hoc Committee

Coronel reported SR Media (Sarah Romero) emailed notification that her company is not able to create a new website at this time due to pandemic related issues with staff and vendors; further, Romero has returned the deposit check. BB&K will issue a letter to accept SR Media's withdrawal from the contract.

3.2 Office Operations Ad-Hoc Committee

Coronel reported information and prices are being gathered for office telephones

3.3 FY-2019/2020 Audit/Budget Ad-Hoc Committee

Coronel reported RGS is assisting with budget preparations; lists of budget items have been emailed to RGS and a Special Board Meeting-Budget Workshop may be scheduled. Underwood mentioned the PERS unfunded liability should be part of the process.

3.4 Water Tank Replacement

Coronel stated the water tank replacement is in process; the water tank is necessary for the office building and restrooms. In response to Rios, Coronel reported the County is up-to-date on the timeline and on the District's efforts for compliance.

3.5 Maintenance Operations

Rosales reported Supervisor Perez's office has received calls that headstones are slow to be placed. Rosales meet with Jason Wilberts, Senior Maintenance Technician, and Kathryn Herrera, Administrative Assistant/Clerk of the Board to understand the backlog of 50+ new headstones and about 75 damaged headstones. Two employees who were trained to pour cement, etc. have been terminated, leaving a shortage in trained staff.

Wilberts is requesting 2-3 workers from Vintage; additionally, Wilberts has ordered more template/forms for the cement. Rosales has a cement expert available to meet with staff to ensure the proper cement mix in an effort to avoid cracked concrete.

There are numerous headstones that need to be replaced due to cracked concrete. Rosales will report back to Supervisor Perez along with monitoring the situation with Wilberts. Board was in consensus to authorize the Chairman to secure additional staff to meet the needs of our consistency and eliminate the backlog.

Trustees were in unanimous agreement in expressing their discontent with learning about the operational challenges from the Office of the County Supervisor and not staff, considering this backlog totally unacceptable.

12:25p.m. adjourned to closed session

CLOSED SESSION ITEMS

- 4.1 PUBLIC EMPLOYEE APPOINTMENT
Title: General Manager

- 4.2 THREAT TO PUBLIC SERVICES
Pursuant to California Government Code Section 54957
Consultation regarding COVID-19 (Coronavirus) impacts to public facilities and services

- 4.3 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: 82925 Avenue 52, Coachella, CA (10 acres on South-West Corner)
Agency Negotiator: General Counsel
Negotiating Parties: Congregation Kohanim Immitvas Hamoadim, Inc.
Under Negotiation: Price and Terms

- 4.4 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant Exposure to Litigation, pursuant to Government Code Section 54956.9(d)(2)/(e)(1) Three (3) potential case

- 4.5 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Initiation of Litigation, Pursuant to Government Code Section 54956.9(4) Three (3) potential case

5:25 p.m. Trustee Rios departed

5:48 p.m. Adjourned closed session/Convened to open session

Attorney Craig Hayes reported:

The Board discussed the items agendized for closed session and provided direction, no reportable action.

ADJOURNMENT

5:50 p.m.

NEXT MEETING TIME, DATE AND LOCATION Next regular scheduled Trustee meeting is: April 13, 2021 8am.

Location: Coachella Valley Community Trust – 45-149 Smurr Street, Indio, CA 92201

Respectfully Submitted,

Judy Vossler,

Co-Chair, Coachella Valley Cemetery District

Approved: 4/13/2021 BOD Mtg