

**Coachella Valley Public Cemetery District**

Trustee Meeting

Friday, November 12, 2021

8:00 AM

A Board Meeting of the Governing Board of the Coachella Valley Public Cemetery District (CVPCD) will take place at the **Coachella Valley Public Cemetery District Administration Building, located at 82847 Ave. 52, Coachella, CA 92236.**

- Submit your public comments to the District Cemetery Office electronically. Material may be emailed to [Info@cvpcd.org](mailto:Info@cvpcd.org). Transmittal **prior** to the start of the meeting is required.
- Any correspondence received will be distributed to the Board of Trustees.
- You may also provide telephonic public comments by calling the District Cemetery Office at **(760) 398-3221** and leaving a voicemail by **no later than 4:00 p.m. on Thursday, November 11<sup>th</sup>, 2021.**
- Correspondence and voicemails received will be retained for the official record.
- Public comments are limited to three (3) minutes.

**CALL TO ORDER:**

Chair Rosales: \_\_\_\_\_ Vice Chair Vossler: \_\_\_\_\_

Trustee Coronel: \_\_\_\_\_ Trustee Underwood: \_\_\_\_\_ Trustee Rios: \_\_\_\_\_

**FLAG SALUTE**

**MOMENT OF SILENCE**

**PUBLIC COMMENT:** Anyone wishing to address the Trustees 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 Trustees Members may respond briefly or refer the communication to staff. The Trustees may also request the clerk to calendar an item related to your communication at a future Trustees 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 Trustee Minutes**
    - a. Special Meeting – October 15, 2021**
  - 1.2 Finance and Administration**
    - a. Approval of Expenditures**  
Check Nos. 25382-25457; 50150-50153; EFT dated 10/4-10/29/2021 total: \$335,997.81

- b. 2021 Investment Report – September 2021
- c. Financial Statement – Profit & Loss Budget vs. Actual

1.3 Amendment to General Manager Employment Agreement Regarding District Use and Vehicle Use Policy

2. **ACTION ITEMS:** Prior to action of the Trustees, any member of the audience will have the opportunity to address the Trustees 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 Adoption of Ordinance No. 10-2021 – Limiting Compensation for Members of the Board of Trustees (second reading)

2.2 Headstone Retention Policy

2.3 2021 Budget Amendment

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

3.1 Veterans Committee Vossler/Coronel

3.2 DDLM Committee Rosales/Coronel

3.3 Transition Committee Rosales/Coronel

3.4 Website Design Update Bonner

3.5 Update on Cemetery Grounds – Walk through of grounds Bonner

4. **TRUSTEE/GENERAL MANAGER COMMENTS:** Trustees and the General Manager may comment upon District events; provide reports on attended meetings and events; and suggest items for future Trustees consideration, among other things.

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 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Significant Exposure to Litigation, Pursuant to Government Code Section 54956.9(d)(2)/(e)(1)  
One (2) Potential Case(s)

5.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
6 Month Evaluation  
Title: General Manager

**6. ADJOURNMENT**

**Any person with a disability who requires accommodations in order to participate in the meeting should telephone District Cemetery Office 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 on Monday November 8, 2021

*Kathryn Herrera*

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Kathryn Herrera, Clerk of the Board