



BOARD OF TRUSTEES
MEETING AGENDA
December 10, 2021

Coachella Valley Public Cemetery District

Trustee Meeting

Friday, December 10, 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. 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, December 9th, 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. PRESENTATION

- 1.1 Recognition of Omar Garcia-Jimenez for ten years of service at the Coachella Valley Public Cemetery District.
- 1.2 Presentation by Steven Kirkpatrick, licensed arborist, summarizing CVPCD tree inventory and recommendations for management.

2. **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.

2.1 Trustee Minutes

a. Regular Meeting – November 12, 2021

2.2 Finance and Administration

a. Approval of Expenditures

Check Nos. 25458-25541; 50154; eft dated 11/1-11/30 total: \$223283.28

b. 2021 Investment Report – October 2021

c. Budget to Actual report

d. DDLM expense report

2.3 Replacement of Absent and Dead/Dying Tree Inventory

Recommendation for Tree Removal and Replacement

2.4 November Credit Report

General Manager Customer Credits Report - Summary of Credits Issued for November

3. **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.

3.1 Resolution 113 - Resolution Of The Coachella Valley Public Cemetery District Approving And Adopting The Coachella Valley Public Cemetery District Investment Policy

3.2 Adoption of Resolution No. 110 Approving the Coachella Valley Public Cemetery District Cafeteria Plan

3.3 Adoption of Governance Document

Review of BB&K Draft Governance Document

3.4 Opening of Sections 26 and 27

Consideration of Timing to Open New Cemetery Section(s) and Future Development Methods

3.5 Construction and Renovation of Road Medians

Review of Proposal to Install Landscaping in Road Medians and Consideration of Additional Landscape Projects

3.6 Employee Handbook Update and Revision

Review of Revised Employee Handbook to Conform to Updated Labor Law and Recently Adopted Policy

3.7 Election of Officers

Consideration of Board Officers for 2022

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

4.1 Veterans Ad-hoc Committee

Vossler/Coronel

5. 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.

5.1 General Manager Update

6. 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).

6.1 PERFORMANCE EVALUATION

Title: General Manager

6.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant Exposure to Litigation, Pursuant to Government Code Section 54956.9(d)(2)/(e)(1)

One (1) Potential Case(s)

7. 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 December 6th, 2021

Kathryn Herrera, Clerk of the Board