

**Coachella Valley Public Cemetery District**

Special Meeting

Friday, October 15, 2021

8:00 AM

A Board Meeting of the Governing Board of the Coachella Valley Public Cemetery District (CVPCD) will take place at the **Renaissance Esmeralda Resort & Spa, Toulon Conference, Room located at 44400 Indian Wells Lane, Indians Wells, CA 92210, on Friday, October 15, 2021.**

- 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, October 14<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:** As per Government Code section 54956 No other business shall be considered for Addition to Agenda.

## 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 – July 23, 2021 pg 3-10
  - b. Regular Meeting – August 6, 2021 pg 11-16
  - c. Regular Meeting – September 3, 2021 pg 17-23
  
- 1.2 Finance and Administration
  - a. Approval of Expenditures
    - August 2021: pg 25-26  
Check Nos.25250-25304; 50146-50149  
EFT dated 8/2-8/30/2021 – totaling \$254,081.41
    - September 2021: pg 27-28  
Check Nos.25305-25381  
EFT dated 9/8-9/30/2021 - totaling \$221,488.59
  - b. Investment Report – June 2021 (final) pg 29
  - c. Investment Report – July 2021 pg 32
  - d. Investment Report – August 2021 pg 35
  - e. Financial Statement – Budget to actual Comparison pg 38
  
- 1.3 Approval of Trustee Compensation for Trustee Underwood  
California Special District Association Annual Conference Attendance
  
- 1.4 Approval of Trustee Compensation for Trustee Coronel  
Training Courses Related to Board of Trustee Duties
  
- 1.5 Approval of Financial Investment Advisory Services  
Approval of Investment Advisory Contract with Chandler Asset Management.
  
- 1.6 Approval of Purchase of Permanent Trash Receptacles for District Grounds  
Approve Purchasing Trash Receptacles from Trashcans Unlimited
  
- 1.7 Adoption of Project Guidance and Timelines for Board Policy Manual  
Direction and Guidance to Best Best and Krieger to Draft Board Policy Manual
  
- 1.8 Approval to Decommission Landscape Maintenance Equipment  
Decommission of Equipment No Longer Used Due to New Landscape Agreement
  
- 1.9 Approval of Credits for September 2021

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 Approval of ORDINANCE NO. 10-2021  
Limiting Compensation for Members of the Board of Trustees

- 2.2 Discussion of RESOLUTION NO. 107  
Meeting Compensation and Occurrences Compensation Policies
- 2.3 Adopt Resolution #112 to Amend Conflict of Interest Code  
Amend the Conflict of Interest Code Pursuant to the Political Reform Act of 1974
- 2.4 Adoption of Committees for 2021-2022 Fiscal Year  
Termination and Adoption of New Board Committees
- 2.5 Designating the General Manager as Authorized Representative for the Coachella Valley Mountains Conservancy Grant for CVPCD's Water Management System Project  
Adoption of a Resolution Entering Into Funding Agreement with the Coachella Valley Mountains Conservancy
- 2.6 Approval of Contract for Automated Irrigation System Purchase and Installation  
Approval of Contract for Automated Irrigation System Installation with Vintage Landscaping
- 2.7 Revisions to the District's Headstone Agreement
- 2.8 Revisions to the Districts Headstone Policy
- 2.9 Reconsideration of the Cafeteria Plan Employee Payout
- 2.10 Review of Cemetery Closing Time

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

- 3.1 Security Ad-hoc Committee Rosales/Coronel
- 3.2 Information Technology Ad-Hoc Committee Vossler/Coronel
- 3.3 Office Operations Ad-Hoc Committee Vossler/Coronel
- 3.4 FY-2019/2020 Audit/Budget Ad-Hoc Committee Underwood
- 3.5 Maintenance Operations Rosales/Coronel

**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)  
Two (2) Potential Case(s)

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 August 31, 2021

\_\_\_\_\_  
Kathryn Herrera, Clerk of the Board