

**Coachella Valley Public Cemetery District**  
Regular Trustee Meeting  
Friday, May 13, 2022  
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, Monaco Board Room, located at 44400 Indian Wells Lane, Indian Wells, CA 92210.**

- 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, May 12, 2022.**
- 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:** The Coachella Valley Public Cemetery District Board of Trustees encourages interested members of the public to address the Board on any matter or issue that is within the subject matter jurisdiction of the District. At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. If you discuss a matter that is not listed on the Agenda, state law prohibits the Board from discussing or taking any action on such matter during this meeting. All persons wishing to speak must inform the clerk in advance of the start of the meeting. Public comments are limited to three minutes per speaker.

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. **PRESENTATIONS:** Presentations are informational only. Items may be discussed, but no action can be taken.
  - 1.1 2021-2022 Operational Review  
General Manager review of significant operational developments for the current budget year.
  - 1.2 Employee Feedback

Review by Robert Mara of Mara Market Intelligence of SWOT analysis and operational feedback from CVPCD employees.

1.3 2022-2023 Draft Budget  
Review by Mathew McCue, Administrative Services consultant, of the management draft proposal for 2022-2023 operating budget.

1.4 Fee Study  
Presentation by Tony Thrasher of Fee Study results and recommendations.

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. Special Meeting – April 22, 2022

2.2 Finance and Administration  
a. Approval of Expenditures - Checking 25806-25900 and ACHs as detailed, General – 1502, and PreNeed 1293-1294  
b. Investment Report  
c. Budget to Actual

2.3 Approval of Audit for Fiscal Year Ending June 30, 2021

2.4 Completion and Termination of Ad Hoc Committees  
a. Veteran's Ad Hoc Committee  
b. Governance Ad Hoc Committee

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 Adoption of a Financial Reserve Policy  
Review and discuss proposed financial review policy.

3.2 Review and Adopt Cemetery Grounds Policy  
Changes requested from the April 22<sup>nd</sup>, 2022, special meeting

3.3 2022-2023 Board Meeting Schedule  
Discuss and adopt meeting schedule for next business year

3.4 On-Call Vehicle Use  
Clarification of vehicle use policy for work truck

3.5 Legislative Advocacy Policy  
Review and adopt District legislative advocacy policy

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.

4.1 General Manager Report

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 PERFORMANCE 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, May 9, 2022.

\_\_\_\_\_  
Joshua Bonner, Clerk of the Board