

Coachella Valley Public Cemetery District
Regular Trustee Meeting
Friday, December 16, 2022
8:00 a.m.

A Board Meeting of the Governing Board of the Coachella Valley Public Cemetery District (CVPCD) will take place at the **CVPCD Executive Office, located at 82847 Avenue 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 15, 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 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 Investment Portfolio Review
Presented by Chandler Asset Management
A review of the District’s investment portfolio and year to date performance

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 Board Meeting – November 18,2022

2.2 Finance and Administration

a. Approval of Expenditures – Checks 1505 to 1506, 26255 to 26352, 50175 to 50173, and ACH transactions as detailed

b. Investment Report

c. Budget to Actual

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 Review of 2022-2023 Budget and Recommended Adjustments

Recommended adjustments to budget line items based on year-to-date trends

3.2 Policy Revision to District Employee Handbook

Proposed changes to current Employee Handbook

3.3 Nomination of Trustee Coronel for CAPC Award

District Nomination for California Association of Public Cemeteries Trustee of the Year Award

3.4 Election of District Officers

Election of 2023 Chair and Vice Chair of the Board of Trustees

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

4.1 LAFCO Ad-Hoc Committee

Rosales/Coronel

4.2 Master Plan Ad-Hoc Committee

Rosales/Vossler

4.3 Monument Committee

Rosales/Coronel

4.4 Legal Review of Agenda and Packet

General Counsel

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 Trustee Comments and Event/Function Report Out

5.2 General Manager Report

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, December 12, 2022.

Joshua Bonner, Clerk of the Board