

Coachella Valley Public Cemetery District

Board of Trustees Meeting Minutes

Friday, April 7, 2023

8:00 a.m.

A meeting of the governing Board of the Coachella Valley Public Cemetery District (CVPCD) was held at the CVPCD Executive Office, located at 82847 Avenue 52, Coachella, CA 92236 on Friday, April 7, 2023, at 8:00 a.m.

Public Notices were posted by the Clerk of the Board on Monday, April 3, 2023, at the following locations:

1. CVPCD Executive Office – 82847 Avenue 52, Coachella, CA 92236
2. The CVPCD website – <http://coachellacemetery.org>

CALL TO ORDER, ROLL CALL

Chair Ernesto Rosales called the meeting to order at 8:02 a.m., those in attendance were as follows:

Trustees present:

Ernesto Rosales, Chair

Judy Vossler, Vice-Chair

John Rios, Trustee

Trustees absent:

Marcos Coronel, Trustee (Excused, Board action Rios/Vossler, 3-0)

Bruce Underwood, Trustee (Excused, Board action Rios/Vossler, 3-0)

Additional participants:

Josh Bonner, General Manager

Sherry Winder, Finance Analyst/Clerk of the Board

Carlos Campos, General Counsel

David Turner, Coachella Valley Engineers

Toni Steffan, Coachella Valley Engineers

Brad Donais, Heptagon Seven Consulting (via Zoom)

Additional participants for public comment:

None

FLAG SALUTE

MOMENT OF SILENCE

PUBLIC COMMENT

None

ADDITIONS TO THE AGENDA

None

CHANGES TO THE AGENDA

GM Bonner requested to pull item 3.3 from the agenda as additional information has been received and is not ready to be presented. Will present at May meeting.

Motion: Rios – Pull item 3.3 from Agenda
Second: Vossler
Yes: Rosales, Vossler, Rios
Abstain: None
No: None
Absent: Coronel, Underwood
Motion passed.

1. PRESENTATIONS

- 1.1 Presentation by David Turner
A review of District options for road repair and maintenance, and future traffic management.

David Turner and Brad Donais reviewed their presentation, highlighting the need for a slurry seal every three to five years and noting that dry wells have not been maintained. Recommended to start on west side if doing repairs in phases. Presented idea of one-way traffic throughout cemetery with signs to communicate, and/or painting one curb red to notate which side to park on. Chair Rosales noted he would prefer to have curbs painted than additional signs throughout the cemetery; Trustee Rios agreed. GM Bonner noted that he will begin the RFP process and will request the area in front of the Cemetery be included.

2. CONSENT CALENDAR

- 2.1 Trustee Minutes
a. Regular Board Meeting March 10, 2023
- 2.2 Finance and Administration
a. Approval of Expenditures Checks 26524-26598, and ACH transactions as detailed
b. Investment Report
c. Budget to Actual
- 2.3 AB 557 Sign-On
District support for extension of AB 361 provisions to establish modified remote meeting procedures

Chair Rosales questioned how AB 557 worked and Counsel Campos stated it is a declaration of emergency by the State, not the Cemetery. Chair Rosales noted he would like an emergency protocol for Cemetery closure for severe conditions (wind/sand/rain) and GM Bonner stated it is

being worked on. Chair Rosales requested that the letter of support be signed by the Chair and not the GM.

Motion: Vossler – Approve consent calendar
Second: Rios
Yes: Rosales, Vossler, Rios
Abstain: None
No: None
Absent: Coronel, Underwood
Motion passed.

3. ACTION ITEMS

3.1 Road Repair and Maintenance Review of options for road repair and maintenance

Staff Report Recommendations: Staff recommends option 2 for \$617,321.00 as well as the partial curb and gutter replacement for \$198,900.00. We recommend getting alternate bids for the complete curb and gutter replacement as well as the off-site (turning late) as an additive and revisiting that at a future Board meeting as a possibility. This option would require a capital budget adjustment to \$991,221.00 (projected cost plus 10%) to cover the work and engineering fees. Per our procurement policy, the General Manager is requesting a 10% addition to the projected cost to cover change orders as needed to complete the work.

Motion: Rios – Allow to move forward with RFP and include off-site option
Second: Vossler
Yes: Rosales, Vossler, Rios
Abstain: None
No: None
Absent: Coronel, Underwood
Motion passed.

3.2 Heavy Equipment Capital Replacement Review of Backhoe RFP and staff recommendations

GM Bonner reviewed RFP Committee’s recommendation to award the backhoe purchase proposal to RDO Equipment Co. in Indio, CA. The committee considered several factors including cost, availability and proximity of parts and repair, backhoe features, warranty, and other factors. They also researched other local agencies to see the equipment they utilize. The committee unanimously recommended the John Deere 410P. The quoted purchase price, not including tax, is \$139,169.79. Upon Board approval, the unit will be ordered. Once received, the 2003 New Holland LB 75.B. will be decommissioned and sold.

Motion: Rios – Authorize the purchase of the John Deere 410P from RDO Equipment Co. in Indio, CA and decommission the 2003 New Holland LB 75.B upon arrival of the new unit
Second: Vossler
Yes: Rosales, Vossler, Rios
Abstain: None
No: None
Absent: Coronel, Underwood
Motion passed.

~~3.3 Opening of Previously Reserved Property for Infrastructure
Consideration of options for completing survey and staking work~~

3.4 Proposed Amendment to Interment Regulations
Amend interment regulation to allow for additional cremation

Staff Report Recommendations: Approve amendment as follows:

8. (1) Adult or Child and (2) Cremation (both cremations must be received before or after casket interment).

GM Bonner reviewed the staff report as presented. Chair Rosales stated the importance of regulation is that we cannot place a name on a headstone if we do not have a record of said person being interred here and noted that all interments must have a permit.

Motion: Rios – Approve as presented
Second: Vossler
Yes: Rosales, Vossler, Rios
Abstain: None
No: None
Absent: Coronel, Underwood
Motion passed.

4. INFORMATIONAL ITEMS

4.1 LAFCO Ad-Hoc Committee Rosales/Coronel

Nothing to report.

4.2 Master Plan Ad-Hoc Committee Rosales/Vossler

Nothing to report.

4.3 Monument Ad-Hoc Committee Rosales/Coronel

Nothing to report.

4.4 Employee Education Ad-Hoc Committee Coronel/Underwood

No update.

4.5 Vendor Run Rates Bonner

GM Bonner reviewed the staff report and stated all run rates are in-line with budget.

4.6 Tamarisk Tree Removal McCue

The District researched the possibility of a grant from Coachella Valley Conservancy to support the removal of tamarisk trees located on the south side of the District's undeveloped property. The Conservancy declined to support this project stating concerns with public/private property. As a portion of the trees sit on the property of the private landowner adjacent to the cemetery, funds would be going to benefit a private party. The Conservancy did not find this to be a feasible option. Staff will continue to explore other options.

5. TRUSTEE/GENERAL MANAGER COMMENTS

5.1 Trustee Comments and Event/Function Report Out

Chair Rosales attended, with GM Bonner, the California Public Association of Cemeteries (CAPC) Annual Meeting, where he was voted on to their Board for a term of two years. He has signed up to be on a few committees, including as Chair of the Scholarship Committee. Chair Rosales stated that GM Bonner is highly respected and well represented at conferences; noting that our cemetery is well ahead of the curve.

Vice-Chair Vossler commented that the minutes, GM reports and newsletter are good.

Trustee Rios stated that he is happy with what is being heard and GM reporting is good.

5.2 General Manager Report

GM Bonner extended invitations to the Board to attend the upcoming State of the City events for Indian Wells and Palm Desert, and noted that the columbarium repairs are underway and insurance payouts are being processed.

Chair Rosales adjourned the meeting to closed session at 9:18 a.m.

6. CLOSED SESSION ITEMS

6.1 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)

- 6.2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: 10 Acres of Land at the South-East Corner of 82926 52nd Ave., Coachella, CA 92236
Agency Negotiator: General Manager and General Counsel
Negotiating Parties: Congregation Kohanim Immitzvas Hamoadim, Inc.
Under negotiation: Price and Terms
- 6.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Manager

The Board reconvened from closed session at 9:35 a.m. and Counsel Campos reported: Received direction, no reportable action.

7. ADJOURNMENT

Motion: Rosales – Motion to adjourn
Second: Rios
Yes: Rosales, Vossler, Rios
Abstain: None
No: None
Absent: Coronel, Underwood
Motion passed.

Meeting was adjourned at 9:36 a.m.

NEXT MEETING TIME, DATE AND LOCATION

Friday, May 5, 2023

8:00 a.m.

Best Best & Krieger LLP Office
74760 Highway 111, Suite 100
Indian Wells, CA 92210

Respectfully Submitted,
Sherry Winder
Clerk of the Board

Approved: _____ BOD Mtg.