

Coachella Valley Public Cemetery District
Regular Trustee Meeting & Annual Planning Session
Friday, May 5, 2023
8:00 a.m.

A Board Meeting of the Governing Board of the Coachella Valley Public Cemetery District (CVPCD) will take place at Best Best & Kreiger LLP, located at 74760 CA-111 STE 100, Indian Wells, CA 92210.

- 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, May 4, 2023.**
- 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 Presentation by Joshua Bonner
Review of the 2022-2023 District operating year with key indicator reports.
 - 1.2 Presentation by Matthew McCue
A review of the 2022-2023 District Finances with key indicator reports.

- 1.3 Presentation by Joshua Bonner
Key process review for Board meetings and action items
- 1.4 Presentation by Joshua Bonner & Sherry Winder
2023-2024 Draft Operating Budget
- 1.5 Presentation by Joshua Bonner & Matthew McCue
2023-2024 Capital Budget and 10-Year Capital Budget Outlook
- 1.6 Presentation by Chair Rosales & Vice-Chair Vossler (and staff)
Master Plan Ad Hoc Committee Recommendations
- 1.7 Presentation by Chair Rosales & Trustee Coronel (and staff)
Memorial Ad Hoc Committee 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. Regular Board Meeting – April 7, 2023
- 2.2 Finance and Administration
 - a. Approval of Expenditures –Checks 26599 - 26646, 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 Board Meeting Schedule for 2023-2024
Consider and recommend a Board meeting schedule for July 2023 through June 2024
- 3.2 Board of Trustees Officer Selection
Consideration of process to designate officers of the Board
- 3.3 Annual Review of Ad Hoc Committees
Dissolution or Renewal of Ad Hoc Committees for 2023/2024
- 3.4 Ordinance and Resolution Tracking
Consideration of tracking system utilized for Resolutions and Ordinances
- 3.5 Emergency Cemetery Closure Procedures
Consideration of District's response to high wind and other emergency declarations
- 3.6 Participation in State Disability Insurance (SDI)
Consideration of District's voluntary participation in the EDD SDI program
- 3.7 Cafeteria Plan Application Variances
Consideration of misapplied funds related to the District's employee Cafeteria Plan

- 3.8 County-wide Oversight Board Nominations and Election
Consideration of District Nominations for the County-wide Oversight Board
- 3.9 Vendor Insurance and Release of Liability
Consideration of how insurance and release of liability requirements are applied to vendors
- 3.10 Creation of District Foundation
Consideration of creating a District Foundation to support community outreach and activity
- 3.11 Trustee Board Meeting Absence
Consideration of process to excuse Board meeting absences
- 3.12 Columbarium Niche Vase
Consideration of District authorized niche vase
- 3.13 Employee Education Reimbursement Program
Consideration of developing a policy to support employee education assistance

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 Trustee Comments and Event/Function Report Out
- 4.2 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 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Counsel
- 5.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Manager
- 5.3 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: APN 780010011
Agency Negotiator: General Manager and General Counsel
Negotiating Parties: To Be Determined
- 5.4 CONFERENCE WITH LEGAL COUNSEL
Re: Anticipated Litigation, Significant Exposure to Litigation Pursuant to Government Code Section 54956.9 (d)
Number of Cases (1)

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 1, 2023.

Sherry Winder, Clerk of the Board