

Coachella Valley Public Cemetery District
Board of Trustees Meeting Minutes
Friday, August 11, 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, August 11, 2023, at 8:00 a.m.

Public Notices were posted by the Clerk of the Board on Monday, August 7, 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 8:01 a.m., those in attendance were as follows:

Trustees present:

Ernesto Rosales, Chair

Judy Vossler, Vice-Chair

Bruce Underwood, Trustee

Trustees absent:

Marcos Coronel, Trustee

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

Additional participants:

Josh Bonner, General Manager *(via Zoom)*

Sherry Winder, Finance Analyst/Clerk of the Board

Oscar Verdugo, General Counsel

Matt McCue, Consultant *(via Zoom)*

Additional participants for public comment:

Brad Anderson – Rancho Mirage, CA

FLAG SALUTE

MOMENT OF SILENCE

PUBLIC COMMENT

Brad Anderson of Rancho Mirage spoke to the Board regarding the rate increase, noting that it was sad to see, commenting that public cemeteries should not make, or lose, money but we also have the endowment for future maintenance. He noticed we had the vector district coming in to treat fire ants later this month and recommended speaking with them to check the areas where the fire ants are detected because if we know where the mounds are we can do year-round treatments. Mr. Anderson noted that Palm Springs

Cemetery has a new policy requiring a face mask when in office and their remote link does not work, so he has been unable to join in on their meetings and he cannot address the issues and concluded it may reflect badly on all cemetery districts when he is done. He noted it is inexcusable since he is the only person from the public that joins their meetings, so it feels intentional.

Chair Rosales thanked Mr. Anderson for his comments and noted he is always welcome. He stated that he could not reflect on Palm Springs Cemetery but encouraged Mr. Anderson to reach out to GM Bonner via email regarding his concerns with the fire ant treatments. Chair Rosales stated the cost increase was done after exhaustive fee studies were completed to ensure that we can maintain the Cemetery in perpetuity, and that costs had not significantly increased in years; noting that even with our rate increase, our costs are still the lowest in our area. Vice-Chair Vossler asked if Mr. Anderson wrote to Palm Springs Cemetery, would they read it into their minutes? He stated he has done this but is not allowed to join the meetings, which he feels is wrong.

ADDITIONS TO THE AGENDA

None

1. CONSENT CALENDAR

- 1.1 Trustee Minutes
 - a. Regular Board Meeting – July 14, 2023

- 1.2 Finance and Administration
 - a. Approval of Expenditures – Checks and ACH transactions as detailed
 - b. Investment Report
 - c. Budget to Actual

- 1.3 Capital Improvement Project Overrun Authorization
 - Spending in excess of General Manager authority for ADA considerations

Staff Report Recommendations: Staff recommends that the Board retroactively approve the total project cost of \$16,150.

- 1.4 Flower Water Stations
 - Installation of watering stations for flowers at cemetery

Staff Report Recommendations: The proposed spending thresholds are within the authority of the General Manager and the project may be funded under an existing Capital Project. The General Manager is bringing the project to the Board out of deference to the fact that the establishment of watering stations would represent a significant change to current cemetery operations, and potentially run contrary to mitigation guidance offered by the Coachella Valley Mosquito and Vector Control District. As such, the Board may wish to weigh in on their implementation.

Without objections, staff are recommending approval of the project as presented.

- 1.5 Utilize Request for Proposal Process for Dump Truck Procurement

Authorization to use alternate procurement method

Staff Report Recommendations: Staff recommends the Board authorize the use of the Request for Proposal method of procurement for the purchase of a new Dump Truck.

- 1.6 Decommission of District Equipment
2019 Kawasaki MULE and John Deere Gator TX

Staff Report Recommendations: Staff recommends the Board decommission the 2019 Kawasaki MULE Serial Number: JKIAFEJ12KB504347 and the John Deere Gator TX Serial Number: W04X2XD011349.

Motion: Vossler – Move for approval
Second: Underwood
Yes: Rosales, Vossler, Underwood
Abstain: None
No: None
Absent: Coronel, Rios
Motion passed.

2. ACTION ITEMS

- 2.1 Consumer Agreement to Purchase Property and Financing Terms
Consideration of current terms and conditions of contract

Staff Report Recommendations: Staff recommends the Board give direction to staff to work with legal counsel on alternate contract terms and return with proposals at the September Board meeting. Further, the Board may wish to temporarily suspend the application of all late fees and default proceedings until the Board has additional time to consider the current agreement and any possible changes they may wish to implement.

GM Bonner reviewed concerns that were brought to the attention of the Board, specifically regarding late fees, and asked for permission and direction from the Board to work with legal counsel and come back to the Board in September with some ideas on how to improve the contract. The Board may want to consider temporary suspension enforcement of late fees until they can consider contract language and alternate language that will be proposed. Chair Rosales thanked GM Bonner for handling this as he has been fielding comments from the public regarding late fees. Trustee Underwood questioned how many comments have been received, as we want to be public friendly and stated that we haven't lost anything and he is in favor of temporary suspension of late fees, noting that he is grateful staff is enforcing the rules. Chair Rosales responded that he has received approximately seven comments over the last couple of months. Vice Chair Vossler noted that the public does have a responsibility to pay and would like to look into this.

Motion: Underwood – Move to temporarily suspend late fees pending review
Second: Vossler
Yes: Rosales, Vossler, Underwood
Abstain: None

No: None
Absent: Coronel, Rios
Motion passed.

2.2 Resolution #124, Updates to Investment Policy
Recommended changes to Investment Policy

Staff Report Recommendations: Staff recommends that the Board of Trustees adopt Resolution No. 124, updating the Coachella Valley Public Cemetery District Investment Policy.

GM Bonner explained due to legislative changes at the State level, Chandler Asset Management recommended the proposed changes, which were then reviewed by Best, Best and Krieger who confirmed the updates and gave direction to adopt a Resolution as that was how it was originally adopted.

Motion: Underwood – Adopt Resolution No. 124, updating the CVPCD Policy as it reflects what changes the state legislature has recommended for investment
Second: Vossler
Yes: Rosales, Vossler, Underwood
Abstain: None
No: None
Absent: Coronel, Rios
Motion passed.

3. TRUSTEE/GENERAL MANAGER COMMENTS

3.1 Trustee Comments and Event/Function Report Out

Chair Rosales visits the Cemetery often and has open communication with staff, GM and public, which is how the discussion came up regarding late fees; he noted that staff was doing their jobs. Will be attending California Public Association of Cemeteries (CAPC) seminar and area meeting in October, and he attended the recent CAPC area meeting in Ventura, noting we are always engaged and available if needed.

Vice Chair Vossler has recently spent time at the Cemetery getting her deceased family members settled and noted that staff continues to do a great job. She will be attending the upcoming All Valley Mayors & Tribal Chairpersons Luncheon and the La Quinta State of the City. She stated that it is our job to educate the public about what we do at our Cemetery. Vice Chair Vossler thanked GM Bonner for his GM report.

Trustee Underwood brought a Green Burial article from the DAP magazine and asked for copies to be electronically distributed to Trustees. He attended a meeting with the Association of Fundraising Professionals, an online LAFCO meeting and a California Special Districts Association course. Trustee Underwood requested results of the SDRMA election when received. He will be attending the CSDA Annual Conference in Monterey, where GM Bonner will be presenting a class and mentioned the article written by GM Bonner for the CSDA magazine. GM Bonner noted the presentation is regarding our Dia de los Muertos event and will be sure to mention that we had the first Dia de los Muertos event in the Coachella Valley. Trustee Underwood stated Chair Rosales is a great public face for the Cemetery and he appreciates his open and welcoming approach as we want to hear from the public that we serve.

3.2 General Manager Report

GM Bonner thanked Trustee Underwood for his comments regarding our involvement with CSDA. He was happy to see that a Spanish language media market picked up our recent press release. Advised Trustees that due to the light agenda this month, next month will be a full agenda, which will include repair and long-term care of memorial items. The road repair RFP package will be published for invitation to bid within the next month.

4. ADJOURNMENT

Meeting was adjourned at 8:32 a.m.

NEXT MEETING TIME, DATE AND LOCATION

Friday, September 8, 2023

8:00 a.m.

Coachella Valley Public Cemetery District Executive Office

82847 Avenue 52

Coachella, CA 92236

Respectfully Submitted,

Sherry Winder

Clerk of the Board

Approved: _____ BOD Mtg.