

**Coachella Valley Public Cemetery District**

Special Trustee Meeting Minutes

Monday, October 2, 2023

7:30 a.m.

A special 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 Monday, October 2, 2023, at 7:30 a.m.

Public Notices were posted by the Clerk of the Board on Wednesday, September 27, 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 7:30 a.m., those in attendance were as follows:

Trustees present:

Ernesto Rosales, Chair

Judy Vossler, Vice-Chair

Bruce Underwood, Trustee

John Rios, Trustee

Trustees absent:

Marcos Coronel, Trustee (Excused)

Additional participants:

Josh Bonner, General Manager

Donna Ayala, Clerk of the Board (Acting)

Carlos Campos, General Counsel

Matt McCue, Consultant *(via Zoom)*

David Turner, Coachella Valley Engineers

Toni Steffan, Coachella Valley Engineers

Brad Donais, Coachella Valley Engineers

Jaime Rojas, Rojas Communications Group *(via Zoom)*

Jayson Braude, Rojas Communications Group

Additional participants for public comment:

None

**FLAG SALUTE**

**MOMENT OF SILENCE**

**PUBLIC COMMENT**

None

## 1. PRESENTATIONS

- 1.1 Presentation by David Turner  
CV Engineers summary report on Pavement Rehabilitation Project RFQ

GM Bonner introduced CV Engineers to review the response to the RFQ for the Pavement Rehabilitation Project, which resulted in only one bid being reviewed. David Turner reviewed subsequent discussions with bidder regarding adjustments that can reduce bid from approximately \$1.5 million to approximately \$1.3 million.

- 1.2 Presentation by Jaime Rojas and Jayson Braude  
Information on alternate funding opportunities for road rehabilitation

GM Bonner introduced Rojas Communication Group and noted that Trustee Underwood made the connection with them at the recent California Special Districts Association Annual Meeting. Jayson Braude reviewed that there are Federal and State grants, or funds available for special projects. Rojas Communications Group tells the story of the public agency to the legislators to help present the needs for their consideration to earmark funds for the projects they can support.

## 2. ACTION ITEMS

- 2.1 Pavement Rehabilitation Project  
Results of RFQ and options to move forward

**Staff Report Recommendations:** Due to several factors, which staff believe include the recent flood and an abundance of active road projects throughout the valley, we only received one bid on this project. As such, we question the competitive nature of the process and whether we truly received the lowest possible quote. It may be within the ability of the District or our Engineering consultant to negotiate a better price, which should be pursued. However, notwithstanding a material change in the final quote, staff does not believe it is wise to move ahead as quoted and would recommend reengaging the process again post-flood cleanup or pursuing supplemental funding options to reduce the overall cost.

GM Bonner reviewed the staff report and commented that funding options, while available, are not ideal due to the timing of receiving the funds when the need is immediate. GM Bonner does not recommend accepting the bid due to this and suggests waiting three to six months before bidding again. Consultant McCue concurred and noted that interest rates to borrow funds currently are not ideal. Board discussion ensued. Direction given to staff: bid again in three to six months, allowing more time for bid responses, and removing optional items that increased the original bid cost.

Motion: Vossler – Re-bid in three to six months with direction provided by Board  
Second: Rios  
Yes: Rosales, Vossler, Underwood, Rios  
Abstain: None  
No: None  
Absent: Coronel  
Motion passed.

2.2 Local Agency Formation Commission Review Questionnaire  
Review of questionnaire and strategic discussion

GM Bonner reviewed that the questionnaire was received on August 11, 2023, and is an information document to do an overall assessment of District operations. The questionnaire is being brought to the Board to offer feedback, or direction to staff. Board discussion ensued.

Motion: Vossler – Accept report as presented, send to CV Strategies for minor cleanup & submit  
Second: Underwood  
Yes: Rosales, Vossler, Underwood, Rios  
Abstain: None  
No: None  
Absent: Coronel  
Motion passed.

**3. TRUSTEE/GENERAL MANAGER COMMENTS**

3.1 Trustee Comments and Event/Function Report Out

Chair Rosales thanked staff for their hard work in preparing for the meeting. Will be attending the California Association of Public Cemeteries Annual Education Seminar & Area Meeting in Sacramento, where he is happy to represent.

Trustee Underwood attended the La Quinta State of the City, where they reviewed their Master Plan. Met with GM Bonner and Rojas Communications Group to review funding options available for strategic planning. Trustee Underwood will be in Vancouver during the next Board Meeting, and requested his absence be excused.

**4. ADJOURNMENT**

Meeting was adjourned at 8:31 a.m.

**NEXT MEETING TIME, DATE AND LOCATION**

Friday, October 13, 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.