



**MINUTES**  
**Coachella Valley Public Cemetery District**  
Trustee Meeting  
Friday, January 7, 2022  
8:00 AM

**CALL TO ORDER:** Chair Rosales called the meeting to order at 8:03 am at the Coachella Valley Cemetery District Administration Building at 82847 Ave. 52, Coachella, California.

**ROLL CALL:**

**Present:**

Chair Rosales

Vice Chair Vossler

Trustees: Coronel, Underwood, Rios

**FLAG SALUTE**

**MOMENT OF SILENCE**

**PUBLIC COMMENT:** Anyone wishing to address the Trustees on any matter not on the agenda may do so now. All person(s) wishing to speak on an item on the agenda may do so at the time the Board considers that item. All persons wishing to speak must inform the clerk in advance of the start of the meeting. There is a three-minute limit on public comments.

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.

**Chair Rosales asked for public comments, no comments were submitted.**

**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)”

It was requested that Item 2.2 be moved to the front of the agenda and Item 2.3 be pulled.

**Motion:** Motion by Vice Chair Vossler, seconded by Trustee Underwood to approve agenda changes as noted. Passed by unanimous vote.

**Item 2.2:** Discussion of Resolution #115, to continue fully or partially virtual public meetings.

Trustee Coronel would like to propose a COVID time bank discussion and noted that 66% of staff is new, no time to accrue time off. Office was closed on Monday due to COVID (staff shortage).

Chair Rosales asked for public comments, no comments were submitted.

**Motion:** Motion by Vice Chair Vossler, seconded by Trustee Underwood to approve the Resolution #115 as presented. Passed by unanimous vote.

## AGENDA

### 1. PRESENTATION

1.1

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 Meeting – January 7, 2022

2.2 Finance and Administration

a. Approval of Expenditures Check Nos. 25615 - 25654

b. February 2022 Investment Report

c. February 2022 Budget to Actual

d. February 2022 County Sum Trial Balance by Fund

**Motion:** Motion by Trustee Vossler, seconded by Trustee Underwood to approve the Consent Calendar as presented. Passed by unanimous vote.

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 **Discussion of Resolution #114 – District Capitalization Policy**

Chair Rosales asked for public comments, no comments were submitted.

**Motion:** Motion by Trustee Underwood, seconded by Vic Chair Vossler to approve Resolution #114, District Capitalization Policy.

3.2 Discussion of Resolution #115 – pulled and heard prior on the agenda under Consent.

3.3 Cemetery Road Maintenance and Repaving – this item was pulled from the agenda.

3.4 Cemetery Policies for the General Public

Chair Rosales asked for public comments, no comments were submitted.

**Motion:** Motion by Vice Chair Vossler, seconded by Trustee Rios to approve with revisions. Passed by unanimous vote.

3.5 Total Compensation and Classification Study

Chair Rosales asked for public comments, no comments were submitted.

**Motion:** Motion by Trustee Coronel, seconded by Trustee Rios to direct staff to provide a Request for Proposal (RFP). Passed by unanimous vote.

3.6 COVID Time Bank

Chair Rosales asked for public comments, no comments were submitted.

**Motion:** Motion by Trustee Rios, seconded by Vice Chair Vossler to provided Retro benefits staff members, as follows: to allow up to 40 hours of paid leave; retroactive back to December 15, 2021; must show positive result test or positive exposure; effective immediately and staff to come back with policy and revision for board approval. Passed by unanimous vote.

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

4.1 Veterans Ad-hoc Committee Vossler/Coronel

4.2 Governance Policy Ad-hoc Vossler/Coronel

4.1 Nothing to report, Josh Bonner, CEO to set-up meeting with Veteran’s Organization.

4.2 Nothing to report.

**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.

At 9:39 pm the Board moved to Closed Session to hear the below item.

**6. 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).

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)

The Board returned to open session at 10:10 am with no reportable action taken.

**7. ADJOURNMENT:**

Seeing no further business, Chair Rosales adjourned the meeting at 10:12 am.

APPROVE:

ATTEST:

\_\_\_\_\_  
Board Chair Rosales

\_\_\_\_\_  
Josh Bonner, Clerk of the Board