

**Coachella Valley Public Cemetery District**  
Special Trustee Meeting Minutes  
Friday, March 22, 2024  
8:00 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 Friday, March 22, 2024, at 8:00 a.m.

Public Notices were posted by the Clerk of the Board on Tuesday, March 12, 2024, 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 8:00 a.m., those in attendance were as follows:

Trustees present:

Ernesto Rosales, Chair  
Judy Vossler, Vice-Chair  
Marcos Coronel, Trustee (*arrived @ 8:11 a.m.*)  
Bruce Underwood, Trustee  
John Rios, Trustee

Trustees absent:

None

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, Coachella Valley Engineers

Additional participants for public comment:

Richard Hanson, Command Performance Constructors  
Werner Korn, Command Performance Constructors

**FLAG SALUTE**

**MOMENT OF SILENCE**

**PUBLIC COMMENT:**

Richard Hanson and Werner Korn of Command Performance Constructors (CP Constructors) introduced their company and provided a general overview of the anticipated pavement rehabilitation project they will be undertaking for the District.

**ADDITIONS TO THE AGENDA:**

None

## 1. PRESENTATIONS

### 1.1 Presentation by David Turner

CV Engineers summary report on Pavement Rehabilitation Project Bids

David Turner of CV Engineers reviewed that for the second round of Pavement Rehabilitation Project Bids, three contractor bids were received from ATP Engineering Contractors with a bid of \$1,364,104.80, Granite Construction with a bid of \$1,168,000.00, and CP Constructors with a bid of \$1,073,931.95. David Turner reviewed the additional options that were included in the bid and provided a recommendation from CV Engineers to select the base bid plus Alt. "C" & Alt. "D"; noting that Alt. "A" for Avenue 52 pavement widening and replacement was not currently recommended.

GM Bonner reviewed the anticipated workflow for the Pavement Rehabilitation Project, noting that the east end of the Cemetery can be shut down completely when needed, with a potential full Cemetery shut down to complete the needed work. In the case of a full Cemetery shut down, staff can add a fourth service each day for two weeks before and after to help alleviate a backup of services, if needed.

## 2. ACTION ITEMS

### 2.1 Pavement Rehabilitation Project

Results of Request for Sealed Bid and options to proceed with project

**Staff Report Recommendation:** *At this time, staff is not in favor of Alternative Work A or B, owing to cost versus projected benefit(s).*

*Alt A - Avenue 52 pavement widening and replacement. The cost quotes received seem excessive relative to the area of work and benefit to the District. Ingress to the cemetery from eastbound Avenue 52 is not currently an issue, we have received no public complaints from members of the public. There would be an aesthetic benefit, as not addressing the area will leave a small portion of old road between the cemetery entrance and Avenue 52. But the area is not an urgent need, and we believe we may be able to work with the County, perhaps via a grant, to improve the area at a later date.*

*Alt B - Remove low side street curb and replace with curb and gutter. While this would be nice to have and would undoubtedly strengthen the roads against irrigation and flood waters, we believe the upgrades to the roads and drainage as part of the base bid, along with proper on-going maintenance of the asphalt, can mitigate much of this risk and provide better cost benefit in the long run.*

*Staff is recommending the Board proceed with the option "Base + Alts C & D" for a total cost of \$1,204,720.70. This option accomplishes all the District's primary rehabilitation goals while strengthening the current condition of the roads for future use (Alt D) and addressing a pronounced aesthetic issue (Alt C) in the most prominent part of our cemetery.*

*In approving this course of action, the Board would adjust the Capital Budget for this project to \$1,418,692.77 (to include quoted construction cost plus CV Engineering contract). This would also include an additional 10% of the original quoted price to account for any unforeseen cost associated with the project in the amount of \$128,972.07.*

*Additionally, in line with District policy the General manager is requesting change order authority up to 10% of the total contract value to deal with unexpected work and/or issues that may arise during the course of the project. Please see Exhibit C attached for the relevant portion of the District's Purchasing and Contract Policy.*

GM Bonner reviewed staff report recommendations, noting that the base bid plus Alt. "C" and Alt. "D" are recommended, which would require a capital budget adjustment to line item 7902.3 - Asphalt Replacement from \$500,000.00 to \$1,418,692.77. GM Bonner will communicate to the public as the project commences, stating that the project must be completed before November 1<sup>st</sup> due to DDLM. Board discussion ensued.

- Motion: Coronel – Approve staff recommendation
- Second: Rios
- Yes: Rosales, Vossler, Coronel, Underwood, Rios
- Abstain: None
- No: None
- Absent: None
- Motion passed.

**3. TRUSTEE/GENERAL MANAGER COMMENTS**

**3.1 Trustee Comments and Event/Function Report Out**

Chair Rosales attended the Boys & Girls Clubs for Coachella Valley Grand Auction where Vice Chair Vossler was recognized, noting it was very moving. He attended the California Association of Public Cemeteries (CAPC) Annual Conference where our District was highlighted, sharing that GM Bonner’s presentation was amazing and he received comments from other attendees that he shared with GM Bonner. Chair Rosales asked that GM Bonner share the feedback and GM Bonner stated it will be in the GM Report for April.

Trustee Coronel will be attending the Desert Recreation District bowling tournament. Trustee Coronel requested an update on the palm trees, noting that Desert Recreation District is handling a similar project. GM Bonner stated that this will be reviewed at the May planning session.

Trustee Underwood attended the CAPC Annual Conference and recognized GM Bonner for doing a great job presenting the Cemetery with what we’ve done and what we are doing, resulting in many comments being received from other attendees regarding the presentation; also highlighted that Chair Rosales won the golf tournament at the conference. Trustee Underwood attended the State of the Fourth District and offered the brochure for any interested.

**3.2 General Manager Report**

GM Bonner had no comments.

**4. ADJOURNMENT**

Meeting adjourned at 8:46 a.m.

**NEXT MEETING TIME, DATE AND LOCATION**

Friday, April 12, 2024

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: 4-12-24 BOT Mtg.