

Coachella Valley Public Cemetery District

Regular Trustee Meeting Minutes

Friday, April 12, 2024

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, April 12, 2024, at 8:00 a.m.

Public Notices were posted by the Clerk of the Board on Monday, April 8, 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

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

Matt McCue, Consultant *(via Zoom)*

Alaynè Sampson, Chandler Asset Management *(via Zoom)*

Jayson Braude, Rojas Communications Group *(via Zoom)*

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

Additional participants for public comment:

None

FLAG SALUTE

MOMENT OF SILENCE

PUBLIC COMMENT:

None

ADDITIONS TO THE AGENDA:

None

1. PRESENTATIONS

1.1 Presentation by Alaynè Sampson

Chandler Asset Management review of District investment portfolio

2. CONSENT CALENDAR

2.1 Trustee Minutes

- a. Regular Board Meeting – March 8, 2024
- b. Special Board Meeting – March 22, 2024

2.2 Finance and Administration

- a. Approval of Expenditures – Checks and ACH transactions as detailed March 2024
- b. Investment Report
- c. Budget to Actual March EOM

2.3 Request for Temporary Policy Variances

Accommodation for upcoming major events

Staff Report Recommendation: *Staff recommends the Board adopt the policy variances as described.*

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

3. ACTION ITEMS

3.1 Riverside Local Agency Formation Commission Election

Voting for open LAFCO Board Seats

Staff Report Recommendation: *Staff is neutral on this subject.*

GM Bonner reviewed the LAFCO election options available to the Board and recommended they take a vote for each seat election individually.

LAFCO Regular Special District Member – Eastern Region candidates: Bruce Underwood and Cástulo Estrada.

Chair Rosales stated he would highly support Bruce Underwood, with his support echoed by Vice Chair Vossler and Trustee Rios.

Motion: Rios – Support Bruce Underwood for Eastern Region seat
Second: Rosales

Yes: Rosales, Vossler, Underwood, Rios
Abstain: None
No: Coronel
Absent: None
Motion passed.

LAFCO Alternate Special District Member – Countywide candidates: Bernard Murphy, Steve Pastor, Angela Little, Harvey Ryan, and Richard Lawhead.

Trustee Underwood has spoken to candidates and stated he would recommend supporting Angela Little. Trustee Coronel commented he would not support Angela Little and recommended supporting Richard Lawhead. Vice Chair Vossler questioned which District would be most beneficial to our area, to which the collective answer was a Park District. Board discussion ensued.

Motion: Underwood – Support Richard Lawhead as the 1st preference and Angela Little as the 2nd preference, with no others selected for 3rd, 4th, or 5th for Alternate Countywide seat
Second: Coronel
Yes: Rosales, Vossler, Coronel, Underwood, Rios
Abstain: None
No: None
Absent: None
Motion passed.

3.2 Contracted Support for District Lobbying Efforts

Consultants to aide with the attainment of federal and state funding

Staff Report Recommendation: *Staff is proposing we contract with Rojas Communications Group (“RCG”) for a period of six months, which would represent most of the current fiscal year “window” to secure state and federal funding. Based on results and progress we could extend the agreement as needed.*

GM Bonner reviewed this item was brought to the Board due to time sensitivity of funding support. Feedback received from local legislative offices is that it does help to have lobbyists. Jayson Braude spoke on behalf of Rojas Communication Group (“RCG”), noting that they have worked towards earmarking application funds with Senator Padilla and that Congressman Raul Ruiz’s office will be taking applications soon. Jaime Rojas with Rojas Public Affairs reviewed that they are scheduling meetings with staff to try to bring state money to the District and recommended that the District be visible in Sacramento as well by attending meetings there.

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

Trustee Coronel commented that it is great that we are doing this, but he would like to see a plan; noting he isn’t sure Federal funding is attainable. Trustee Coronel was surprised to hear that work had been taking place and

stated that he would like to be kept informed of work undertaken. GM Bonner noted that no District funds have been spent to date and discussions only started two weeks ago.

3.3 Quarterly Budget Update

Review of annual budget for needed adjustments

Staff Report Recommendation: *Adjust the Operating and Capital Budgets for 2023/2024 as recommended by staff.*

Operating Budget:

6070 – Other Benefits: Increase budget by \$8,000

6102 – Computer Equipment & Software: Increase budget by \$5,000

6155 – Security & Safety: Increase budget by \$19,500

6280 – Grounds Maintenance: Increase budget by \$12,000

Capital Budget:

None

Finance Analyst Winder reviewed the staff report with requested budget adjustments, noting there was one addition to the staff report to request a budget line be created for 6133 – Niche Vase Expense in the amount of \$4,000, which would bring the total adjustments to Operating Budget to \$48,500.

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

3.4 Public Filming Request

Request from the public to film on cemetery grounds

Staff Report Recommendation: *Staff is neutral on this request as we have no current policy guidance to rely on. We do recommend the Board consult our General Counsel (who has been alerted to the request), and we recommend this subject be looked at to develop an applicable policy for future requests.*

GM Bonner reviewed the District has received two requests from students for filming on our grounds. He has not yet received a response to his concerns, so he wanted to present this to the Board to determine if they would like to allow or consider future request policies. Board discussion ensued. Board will consider for future.

No action taken.

4. INFORMATIONAL ITEMS

4.1 Palm Tree Grove Management

Update on care and maintenance of palm tree grove

GM Bonner updated the Board on the challenges the grove is providing, noting this will be an item on the May planning session agenda. GM Bonner invited the Trustees to tour the grove ahead of the May planning session.

5. TRUSTEE/GENERAL MANAGER COMMENTS

5.1 Trustee Comments and Event/Function Report Out

Chair Rosales attended the California Association of Public Cemeteries Annual Conference in San Diego last month, noting that GM Bonner’s presentation was well received. He asked to be informed about his options for attending the Special District Leadership Academy.

Vice Chair Vossler will be out of town for a month, notifying the Trustees that check signing would be up to them.

Trustee Underwood attended a Greater Coachella Valley Chamber of Commerce mixer at CV Rescue Mission, noting the facility has been greatly improved.

Trustee Rios attended the CSDA virtual workshop Module 2 (Day 1 & 2) of the Special District Leadership Academy.

5.2 General Manager Report

GM Bonner noted that there are two events coming up that the Trustees may be interested in attending: Indian Wells State of the City on April 23, 2024, and Special Districts Legislative Days on May 21-22, 2024. GM Bonner reviewed that the data requested for the 10-Year Master Plan has been completed and sent to E. Lees & Associates, who would like to do a site visit in May to view the grounds, speak with staff, and present to the Board. GM Bonner will set up a Special Meeting towards the end of May for this so the Board can be present for their site visit.

Chair Rosales adjourned the meeting to closed session at 9:02 a.m.

6. CLOSED SESSION ITEMS

6.1 Conference with Legal Counsel Re: Anticipated Litigation, Significant Exposure to Litigation Pursuant to Government Code Section 54956.9 (d)

Number of Potential Cases: One (1)

6.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager

The Board reconvened from closed session at 9:13 a.m. and Counsel Campos reported, “no reportable action”.

7. ADJOURNMENT

Meeting adjourned at 9:14 a.m.

NEXT MEETING TIME, DATE AND LOCATION

Special Board Meeting & Annual Planning Session

Friday, May 17, 2024

8:00 a.m.

Best Best & Krieger, LLP

74760 Highway 111, Suite 100

Indian Wells, CA 92210

Respectfully Submitted,

Sherry Winder

Clerk of the Board

Approved: _____ BOT Mtg.