

**Coachella Valley Public Cemetery District**

Trustee Meeting

Friday, January 10, 2025

8:00 a.m.

A Board Meeting of the Governing Board of the Coachella Valley Public Cemetery District (“District”) will take place at 82847 Avenue 52, Coachella, CA 92236.

- Submit your public comments to the District Cemetery Office electronically. Material may be emailed to [Info@cypcd.org](mailto:Info@cypcd.org). Transmittal **prior** to the start of the meeting is required.
- Any correspondence received will be distributed to the Board of Trustees.
- You may also provide telephonic public comments by calling the District Cemetery Office at **(760) 398-3221** and leaving a voicemail by **no later than 4:00 p.m. on Thursday, January 9, 2025.**
- Correspondence and voicemails received will be retained for the official record.
- Public comments are limited to three (3) minutes.

**CALL TO ORDER:**

Chair Rosales: \_\_\_\_\_

Vice Chair Vossler: \_\_\_\_\_

Trustee Coronel: \_\_\_\_\_

Trustee Underwood: \_\_\_\_\_

Trustee Rios: \_\_\_\_\_

**FLAG SALUTE**

**MOMENT OF SILENCE**

**PUBLIC COMMENT:** The Coachella Valley Public Cemetery District Board of Trustees encourages interested members of the public to address the Board on any matter or issue that is within the subject matter jurisdiction of the District. At this time, members of the public are invited to address the Board concerning any items on the Agenda, or on any other matters that are not on the Agenda but are within the subject matter jurisdiction of the District. If you discuss a matter that is not listed on the Agenda, state law prohibits the Board from discussing or taking any action on such matter during this meeting. All persons wishing to speak must inform the clerk in advance of the start of the meeting. Public comments are limited to three minutes per speaker.

Under the provisions of the Brown Act, the Board is prohibited from taking action on oral requests. However, the Trustees 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.

**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)”

## AGENDA

1. **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.
  - 1.1 Trustee Minutes  
Board Meeting – November 8, 2024
  - 1.2 Finance and Administration  
November 2024:
    - a. Approval of Expenditures – Checks and ACH transactions as detailed
    - b. Investment Report
    - c. Budget to Actual  
December 2024:
    - a. Approval of Expenditures – Checks and ACH transactions as detailed
    - b. Investment Report
    - c. Budget to Actual
  - 1.3 Disposal of District Documents  
Annual disposal of District documents to comply with Retention Policy
  - 1.4 Approval of GIS Mapping Contract  
Contract to provide digital mapping of underground infrastructure
  - 1.5 Approval of Information Technology Management Services Contract  
Contract to manage District IT support
  
2. **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.
  - 2.1 Election of Board Officers  
Nominate and elect Chair and Vice Chair for 2025 calendar year
  - 2.2 Mission Statement Review  
Review of current Mission Statement and consideration of possible revisions
  - 2.3 CalPERS 457 Plan Adoption  
Consideration of additional employee retirement savings account option

2.4 March 2025 Board Meeting Date

Possible change to March Board meeting date due to scheduling conflict

2.5 Development of New Section

Plan to address future cemetery inventory needs

2.6 Quarterly Budget Review

Review of the 2024-2025 budget and recommended adjustments

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

3.1 Day-of Services Payment

Payment for property or services the day-of by funeral homes

**4. 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.

4.1 Trustee Comments and Event/Function Report Out

4.2 General Manager Report

- a. January 1, 2024
- b. December 1, 2024
- c. DDLM Special Report

**5. 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).

5.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager

5.2 CONFERENCE WITH LABOR NEGOTIATORS

Agency Designated Representatives: Carlos Campos, General Counsel  
Unrepresented Employee: Josh Bonner, General Manager

**6. ADJOURNMENT**

**Any person with a disability who requires accommodations in order to participate in the meeting should telephone District Cemetery Office at (760) 398-3221, at least 48 hours prior to the meeting in order to make a request for disability-related modifications or accommodation.**

**DECLARATION OF POSTING:** I declare under penalty of perjury that I am employed by the Coachella Valley Public Cemetery District and the foregoing agenda was posted at the District office and the scheduled meeting place on Monday, January 6, 2025.

\_\_\_\_\_  
Sherry Winder, Clerk of the Board