

Coachella Valley Public Cemetery District
Trustee Meeting
Friday, March 21, 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. 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, March 20, 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. **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).

- 1.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- Title: General Manager

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

- Board Meeting – February 14, 2025

- Special Board Meeting – February 28, 2025

- Special Board Meeting – March 7, 2025

- 2.2 Finance and Administration

- January 2025:

- a. Budget to Actual

- February 2025:

- a. Approval of Expenditures – Checks and ACH transactions as detailed

- b. Investment Report

- c. Budget to Actual

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 Purchasing and Contract Policy

- Amendments to Purchasing and Contracting Policy to Increase the General Manager's Purchasing Authority

- 3.2 Amendment to CalPERS Agreement

- Required contract updates to reflect current legal requirements under PEPRA

- 3.3 Niche Disinterment Fee

- Request to establish specific cost for the removal of an urn from the columbarium

- 3.4 Landscape Services Contract

- Review of landscape contract and potential change to services

3.5 Additional Administrative Staff and Temporary Adjustments to Existing Staff
Request for adjustments to deal with increased workflow and anticipated temporary shortages in staff

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

4.1 District Fee Study

Contract to conduct fee study as directed by District Governance Policy

4.2 Tree Care and Upkeep

Addressing issues with unused interment sites adjacent to mature trees

4.3 10-Year Master Plan Draft

Review and recommendation for 30-day public comment period

5. COMMITTEE UPDATES: Committee updates are non-action items presented to the Trustees for their information.

5.1 LAFCO MSR Ad Hoc Committee

5.2 Nobles Headstone Ad Hoc Committee

6. 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.

6.1 Trustee Comments and Event/Function Report Out

6.2 General Manager Report

March 1, 2025

7. 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, March 17 2025.

Sherry Winder, Clerk of the Board