

Coachella Valley Public Cemetery District

Trustee Meeting

Friday, March 4, 2022

8:00 AM

A Board Meeting of the Governing Board of the Coachella Valley Public Cemetery District (CVPCD) will take place at the **Coachella Valley Public Cemetery District Administration Building, located at 82847 Ave. 52, Coachella, CA 92236.**

- Submit your public comments to the District Cemetery Office electronically. Material may be emailed to Info@cvpcd.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 3rd, 2022.**
- 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: 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.

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 **PERFORMANCE EVALUATION**

Title: General Manager

1.2 **CONFERENCE WITH LABOR NEGOTIATORS**

Agency Designated Representatives: Carlos Campos, General Counsel

Unrepresented Employee: Josh Bonner, 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

a. Regular Meeting – February 4th, 2022

2.2 Finance and Administration

a. Approval of Expenditures Check Nos. 25655 to 25745

b. Investment Report

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 Opening of Previously Reserved Property for Infrastructure
Discussion of space previously designated for roads/infrastructure

3.2 Administrative Assistant/Clerk of the Board Position
Discussion of position ahead of planned Compensation Study

3.3 Proposed Job Classification Creation - Assistant General Manager
Discussion of possible position creation and job description

3.4 Clarification of District Policy Regarding Interment Restrictions
Discussion of interment guidelines and limitations

3.5 Approval of Demolition Services
Review and approval of services agreement for demolition services related to District housing units

3.6 Repealing and Replacing Travel and Expense Reimbursement Policy
Approval of RESOLUTION NO. 114

3.7 General Manager Contract
Discussion of General Manager Contract Renewal

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 Committee Vossler/Coronel

4.3 Engineering Services for Road and Vault Placement Bonner

4.4 Board of Trustees Annual Planning Session Bonner

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.

5.1 General Manager Report Attachment

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 February 28, 2022.

Joshua Bonner, Clerk of the Board