

Coachella Valley Public Cemetery District

Trustee Meeting

Friday, November 14, 2025

8:00 a.m.

A Board Meeting of the Governing Board of the Coachella Valley Public Cemetery District (“District”) will take place at 44801 Village Ct. Ste. 104, Palm Desert, California 92260.

- 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, November 13, 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. **PRESENTATIONS:** Presentations are informational only. Items may be discussed, but no action can be taken.
 - 1.1 Presentation by Alayne Marie Sampson, CTP
Chandler Asset Management Investment Report

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. Board Meeting – October 17, 2025

 - 2.2 Finance and Administration
 - a. Approval of Expenditures – Checks and ACH transactions as detailed (October 2025)
 - b. Investment Report (October 2025)
 - c. Budget to Actual (October 2025)

 - 2.3 Exempt Staff Overtime Report
Overtime payouts for Dia de los Muertos event

 - 2.4 Adoption of Ordinance No. 10-2025 Amending Trustee Compensation
A monthly cap on meetings/occurrences – second reading

 - 2.5 Upright Headstones Modifications
Final authorization to remove structurally unsound headstones

 - 2.6 Salary Schedule Review
Adjustment to Salary Schedule as required by CalPERS

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 California Association of Public Cemeteries Nominations
2026 award considerations

 - 3.2 Clarification of Holiday Pay Eligibility
Policy consideration for part-time employees

3.3 Authorization for District Credit Cards
Approved cards and credit lines for management staff

3.4 Authorization to Open Section 27
Open for interments and begin process for future development

4. INFORMATION ITEMS

4.1 2025 Dia de los Muertos Summary
Event highlights and review

4.2 Consideration of District Chamber Board Seat
Greater Coachella Valley Chamber of Commerce Board seat

4.3 Project Prioritization and Workload Management Discussion
Considering edits to current project deadlines

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

5.1 LAFCO MSR 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 Update

7. 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).

7.1 CONFERENCE WITH LEGAL COUNSEL
Significant Exposure to Litigation, Pursuant to Government Code Section
54956.9(d)(2)/(e)(1)
One (1) Potential Claims

7.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Manager

8. 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, November 10, 2025.

Sherry Winder, Clerk of the Board