

Coachella Valley Public Cemetery District

Trustee Meeting

Friday, October 17, 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, October 16, 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
 - a. Board Meeting – September 12, 2025
 - b. Special Meeting – September 22, 2025
 - 1.2 Finance and Administration
 - a. Approval of Expenditures – Checks and ACH transactions as detailed (September 2025)
 - b. Investment Report (September 2025)
 - c. Budget to Actual (September 2025)
 - 1.3 Approval of Agreement with EcoFert, Inc.
Agreement for soil treatment services
 - 1.4 Approval of Amended Agreement with Regional Government Services (RGS)
Amendment for payroll, finance, and human resources support
 - 1.5 Quarterly Budget Review
Update on annual budget progress and needed adjustments
 - 1.6 Shutter Engraving RFP
Competitive Bidding Results for District Niche Shutter Engraving

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 Amendment to Trustee Compensation Ordinance
Ordinance 10-2025 first reading
 - 2.2 Adoption of Education Section for Governance Policy
Policy to cover educational development and training for Trustees
 - 2.3 General Rules and Regulations Temporary Amendment
Amendments required for special event allowances
 - 2.4 Preferred Vendor Authorization and Renewal
Review and reauthorization of commonly utilized vendors

- 2.5 Sensitivity and Disclosure Policy
Proposed District adoption of a Sensitivity Policy
- 2.6 Support Request for CSDA Board of Directors
Request from Jason Daffron for support for CSDA Southern Network, Seat C
- 2.7 District Proclamation for Valley Sanitary District
Recognizing and celebrating VSD's 100-Year Anniversary
- 2.8 Legal Review of Ice Chest and Cooler Inspections
Consideration of inspections for large gatherings and events

3. INFORMATION ITEMS

- 3.1 California Association of Public Cemeteries RFP
Request for Proposals for Contract Management
- 3.2 Trademark Protection for "Coachella Valley Cemetery"
Feasibility of pursuing brand protection

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

- 4.1 LAFCO MSR Ad Hoc Committee

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 Trustee Comments and Event/Function Report Out
- 5.2 General Manager Update

6. 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).

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

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, October 13, 2025.

Sherry Winder, Clerk of the Board