

# MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office  
42800 Ivy Street  
Murrieta, CA 92562

Phone: 951.677.4223  
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[www.murrietacemetery.org/](http://www.murrietacemetery.org/)

## MINUTES

### SPECIAL MEETING OF THE BOARD OF TRUSTEES

January 05, 2024 at 3:30pm

District Office: 42800 Ivy Street

- **Call to Order**

*Chair McConnell called meeting to order at 03:30 PM*

- **Pledge of Allegiance**

*Complete*

- **Roll Call**

Chair McConnell, Trustee Penko (arrived at 03:50 PM), Trustee Busch, Trustee Mejares, Trustee Klein, District Manager Sauer, Office Manager Richi

*All present except Trustee Klein*

- **Approval of Agenda**

*A motion was made for approval of the Agenda by Trustee Busch, seconded by Trustee Mejares. Motion carried 3/0.*

- **Public Comments** *None*

- **Discussion Items**

1. **Document conversion to digital**

*Follow protocol / procedure scan each file, save any historical documents and Trustee McConnell will take to the Murrieta Historical Society.*

- **Action Items**

1. **Cemetery Price Increase Approval** – 4.2% increase – *A motion was made for approval for the proposed price increase by Trustee Busch, seconded by Trustee McConnell. Motion carried 3/0.*

2. **Fuel Storage Shed Foundation Expense Approval** – Estimate of \$2855 -- *A motion was made for approval for the proposed shed foundation expense by Trustee Busch, seconded by Trustee Mejares. Motion Carried 3/0.*

3. **Soil Testing Expense Approval** – Estimate of \$3700 - *A motion was made for approval for the Soil Testing Expense by Trustee McConnell, seconded by Trustee Busch. Motion carried 3/0.*

4. **Overseed Expense Approval** -- *A motion was made for approval for the Overseed Expense by Trustee Mejares, seconded by Trustee Busch. Motion carried 4/0.*

5. **Board Reorganization** – **(Newly elected chair and vice-chair to start on 1/23/2024 meeting.)**  
*Board elected Vice Chair Penko to become head Chair and for Trustee Mejares to become Vice Chair.*

- **Closed Session(s)**

1. **Potential Initiation of Litigation - Pursuant to Government Code Section 54956.9(d)(4)**

**Number of Potential Cases - 1**

2. **Personnel Matters - Public Employee Discipline/Dismissal/Release**

**Pursuant to Government Code Section 54957 Job Title: Groundskeepers**

*Closed session ended at 06:27 PM*

- **Announcements**

- **Next Meeting Date:** January 23rd at 2:00PM

- **Adjournment**

*With no further business to attend to, Chair Penko adjourned meeting at 6:28 pm*

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Manager at (951) 677-4223. (28 CFR 35.102.35.104 ADA Title II)

**All supporting documentation is available for public review at the Murrieta Valley Cemetery District Office located at 42800 Ivy St. Murrieta, California, during regular business hours:**

**8:00 a.m. – 4:00 p.m. – Monday through Friday.**

**Agenda items are also available online at [www.murrietacemetery.org](http://www.murrietacemetery.org)**

CERTIFICATION

I, Michael Sauer, District Manager of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing agenda was posted on *Tuesday January 2, 2024* at 3:00 pm at 42800 Ivy Street, Murrieta, California, and on the District's website at least 24 hours prior to the time of this SPECIAL Meeting.

Date: January 2, 2024

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By: Michael Sauer, District Manager