

# MURRIETA VALLEY CEMETERY DISTRICT

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

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

## MINUTES

### REGULAR MEETING OF THE BOARD OF TRUSTEES

July 8, 2025—1:00 p.m.

District Office—42800 Ivy Street

**A. Call to Order** -*Meeting called to by Vice Chair Penko at 01:00 PM*

**B. Pledge of Allegiance**- *Completed*

**C. Roll Call**

Chair Pham, Vice -chair Penko, Trustee McConnel l, Trustee Barton, , General Manager Sauer, Office Manager Richi – *All Present - a quorum is formed*

**D. Approval of Agenda**- *A motion was made by Trustee McConnell for the approval of the agenda seconded by Trustee Barton- motion carried 4/0*

**E. Public Comments** -*No public comments or presence*

Members of the public are invited to address the Board concerning any items not on the agenda, but within the subject matter jurisdiction of the Board of Trustees. Members of the public may address the Board on agenda items when those matters come up for discussion for a total of three minutes.

**F. Consent Calendar**- *A motion was made for the approval of the consent calendar by Chair Mejares- Pham seconded by Trustee McConnell motion carried 4/0.*

1. Accept Minutes
2. Approve disbursements
3. Receive and File Financial Statements

**G. Announcements**

1. Equipment and activities update
  - a. **Groundskeeper hire** – temp agency employee hired on permanent
  - b. **New alarm equipment installed**

## H. Discussion Items

### 1. Comments received from visitors regarding summer gate hours –

*Trustees approved gates being open until dusk and moving forward observing gate hours resume early closure during day light savings time- Trustees recommended signage be posted regarding grounds being “under surveillance” 2 signs at gate and office, Given direction to GM Sauer for installation of more cameras*

### 2. Non-residents in French Valley – interment eligibility – A

*recommendation was made that MVCD and Temecula Valley Public Cemetery try and have a joint meeting to come up with a resolution for both involved cemeteries that this is affecting.*

## I. Office Manager Reports

### 1. Monthly update

### 2. Digitized files

### 3. Financials

## J. Manager’s Reports - Starting Audit August or Sept. 2025

### 1. 2025 recap: year end financials – Moved to next meeting 7/22/2025

## K. Action Items None

## L. Trustee Reports – Trustee McConnell inquired the need for 2 meetings per month still?

*Trustees recommended meeting on 4<sup>th</sup> Tuesday be dedicated to “Financials” & “Business” and 2<sup>nd</sup> Tuesday meeting be dedicated to “Policy”*

## M. Closed Session Items – did not enter into closed session

### 1. Conference With Real Property Negotiators(Pursuant to Government Code Section54956.8)

## N. Future Agenda Items-Pitch w/ Lee and Associates for future develop of plots and MVCD., 5<sup>th</sup> Trustee selection

## O. Next Meeting Date: July 22, 2025 1:00PM

## P. Adjournment - Meeting adjournment by Chair Mejares-Pham at 01:56 PM with no reportable action.

### IMPORTANT NOTICES

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)

The agenda and all related documents are available for public review online at [www.murrietacemetery.org](http://www.murrietacemetery.org) and 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.

### CERTIFICATION

I, Chelsea Richi, Office Manager/ Secretary to the Board of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing minutes was posted on 7/22/25 at 42800 Ivy Street, Murrieta, California, and on the District’s website at least 72 hours prior to the time of this Regular Meeting.

Date: July 22<sup>nd</sup>, 2025

By: Chelsea Richi, Office Manager/ Secretary to the Board of Trustees