

MURRIETA VALLEY CEMETERY DISTRICT

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

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www.murrietacemetery.org/

AGENDA

REGULAR MEETING OF THE BOARD OF TRUSTEES

April 23, 2024—2:00 p.m.

District Office—42800 Ivy Street

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

Chair Penko, Vice-chair Pham, Trustee McConnell, Trustee Busch, Trustee Klein, General Manager Sauer, Office Manager Richi

D. Approval of Agenda

E. Public Comments

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. Presentation: Bill Morton with Municipal Finance Corporation

G. Announcements

1. Equipment and activities update
 - a. **Kubota UTV**
 - b. **Boy Scouts projects**
 - c. **Memorial Day event preparations**
 - d. **Old John Deere Gator sold**

H. Consent Calendar

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

I. Discussion Items

- 1. Spoke with Pacific Western Bank (Bank of California) about moving banking there. Forms need trustee approval/signatures.**
- 2. Federal Jury Duty summons for General Manager – April 16 through April 29 - update**
- 3. May meeting date – May 28 or May 21? Or other date due to Memorial Day?**
- 4. County ADM-3 Form – need trustee signatures.**
- 5. Community Relations initiative.**

J. Manager's Reports

- 1. March recap: Sales and remaining inventory, pre-need requests**
- 2. Digitized files**
- 3. Financials**

K. Action Items

- 1. Approve policy change in safety handbook**
Current: Under no circumstances may members of the public come any closer than the given distances. [100 feet when backfilling a grave]

Proposed: Spectators may...witness the backfill from a safe distance of no less than 25'.
This change allows for improved productivity of groundskeepers while maintaining safe conditions for employees and visitors.
- 2. Approve opening of bank accounts with Pacific Western Bank in order to transfer accounts from current bank.**

L. Trustee Reports

M. Future Agenda Items

N. Closed Session Items

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

O. Next Meeting Date: May 28, 2024 2:00PM

P. Adjournment

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 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, Michael Sauer, District Manager of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing agenda was posted on Friday April 19, 2024, at 2 pm 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: April 19, 2024

By: Michael Sauer, General Manager