



Murrieta Valley Cemetery District

Board of Trustees – Special Meeting **Minutes**

Location: District Office – Laurel Cemetery
42800 Ivy Street, Murrieta, CA 92562
951.677.4223

Date: July 23, 2026
Time: 10:00 AM
www.murrietacemetery.org

A. Call to Order *by Chair Barton*

B. Pledge of Allegiance - *completed*

C. Roll Call – *by Chair Barton, all present*

Chair Barton, Vice Chair Pham, Trustee McConnell, Trustee Penko, Trustee Gerber, GM Sauer

D. Approval of Agenda – *Motion by Trustee McConnell, seconded by Vice-chair Pham*

E. Public Comments - **Time Limit:** 3 minutes per speaker. *No public present*

Members of the public may address the Board regarding items not listed on the agenda but within the subject matter jurisdiction of the Board.

Speakers may also address agenda items at the time they are discussed.

F. Closed Session – 1. Real Property Negotiation - *entered closed session 10:02AM. Exited closed session at 10:51AM with direction given to GM to enter into a limited representation contract with Nancy Hughes for real estate.*

1. Pursuant to Government Code Section 54956.8
Property: within MVCD boundaries

G. Trustee Reports

H. General Manager's Reports

1. ICCFA U – conference recap – *GM summarized recent training conference with ICCFA*



I. Discussion Items

1. Updated staff job descriptions – *tabled till next meeting*
2. Social Media policy – draft review – *tabled till next meeting*

J. Action Items.

1. Approve minutes 07/07/2026 meeting – *motion by Trustee Penko, second by Trustee Gerber, all in favor*
2. Approve change of August meeting date from 08/05/2026 to 08/13/2026 at 10:00AM – *motion by Trustee Penko, seconded by Trustee McConnell, all in favor*

K. Closed Session – not held

1. Public Employee Performance Evaluation
Pursuant to Government Code Section 54957
Job Title: General Manger

L. Reconvene to Open Session – not needed

L. Future Agenda Items – Updated staff job descriptions, social media policy

M. Next Regular Meeting 1 AUGUST 13th 2026 10:00AM

N. Adjournment – at 11:07AM

Important Notices

Americans with Disabilities Act (ADA) Compliance

In compliance with ADA Title II (28 CFR 35.102–35.104), if you require special assistance to participate in this meeting, please contact the District Manager at (951) 677-4223 at least 48 hours prior to the meeting when possible.

Public Records Availability

The agenda and select related documents are available online at:
www.murrietacemetery.org, and all documentation is available for review at the District Office, 42800 Ivy Street, Murrieta, CA 92562 Monday through Friday 8:00AM to 4:00PM



Certification

I, Michael Sauer, General Manager of the Murrieta Valley Cemetery District, hereby certify that a copy of this agenda was posted on July 4th, 2026, at 10:00AM at 42800 Ivy Street, Murrieta, California, and on the District's website at least 72 hours prior to the time of this Regular Meeting.

Michael Sauer
General Manager