

# 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/)

## AGENDA

### REGULAR MEETING OF THE BOARD OF TRUSTEES

SEPT 24, 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. Consent Calendar

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

#### G. Announcements

1. Equipment and activities update
  - a. **New section F preparation**
  - b. **Columbaria foundations**
  - c. **Tree Donation**
  - d. **Hiring update – new hire introduction**

## **H. Discussion Items**

- 1. Trustee vacancies “attributes of new trustee for Board of Supervisors office”**
- 2. Nigro & Nigro auditing**
- 3. Floating holiday in lieu of Juneteenth holiday**
- 4. Remaining 2024 meeting dates OCT 22, NOV 19 and DEC 13**
- 5. F Section compost expense approval \$3231.47**
- 6. Pontem update expense approval**
- 7. Chelsea to attend CSDA clerk conference, absent next meeting**
- 8. RIVCO ADM – 3 form update**

## **I. Manager’s Reports**

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

## **J. Action Items**

## **K. Trustee Reports**

## **L. Closed Session Items**

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

## **M. Future Agenda Items**

**N. Next Meeting Date:** October 22, 2024                                  2:00PM

## **O. 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](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, Michael Sauer, District Manager of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing agenda was posted on Friday September 20, 2024, at 4 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: Aug 22, 2024

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By: Michael Sauer, General Manager