MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office Phone: 951.677.4223

42800 Ivy Street Fax: 951.677.5559

Murrieta, CA 92562 [www.murrietacemetery.org/](http://www.murrietacemetery.org/)

**AGENDA**

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**March 22, 2022—2:00 p.m. District Office—42800 Ivy Street**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**

Chair Klein, Trustee McConnell, Trustee Wolter, Trustee Seymour, and Trustee Penko

1. **Approval of Agenda**
2. **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.

1. **Presentation**
2. **Consent Calendar**
3. Approve Disbursements
4. Accept Minutes
5. Receive and File Financial Statements

Well Fargo bills and receipts to be discussed

1. **Action Items** (\*indicates follow up item)
2. Mid-Year Budget Adjustment – Salaries and Benefits
3. **General Manager’s Reports** (\* indicates follow up item)
4. Report on Daily Work Routines of District Manager and Staff
5. Maintenance- Turf, Irrigation, Equipment, Drive Aisles, etc.
6. Safety
7. Compass HR
8. ARPA Funds
9. Staffing
10. \*New Hire Training Status (provide written progress report)
11. \*Review and Analysis of District Fees and Prices – (Wildomar RFPs) [February 2022]
12. \*Providing Security Codes and Office to Trustees [February 2022]
13. \*Dump Truck Replacement [2021]
14. \*Status of Canvas Replacement for Mobile Shade Structure [January 2022]
15. \*Kiosk [2021]
16. \*Status of Section “C” Internment Area [2021]
17. \*Status of Perimeter Screening Fence (provide Lowe’s invoice) [January 2022]
18. \* Review & Approval of Monthly Invoices by Chair [February 2022]
19. \*Requests for Proposals (RFPs) accompanying Exterior Design Landscape Invoices
20. CAPC Conference (provide written report on sessions attended; receipts)
21. \*Decoration Policy (Wildomar)
22. **Grounds Maintenance Staff Reports**
23. **Secretary to the Board Reports**
24. **Discussion Items**
25. Cemetery Grounds Inspection Tour
26. Equipment Needs
27. Staffing Needs
28. **Trustee Reports**
29. **Future Agenda Items**
30. **Closed Session Items**
31. Potential Initiation of Litigation (One Case)

## Pursuant to California Government Code Section 54956.9

1. Public Employee Performance Evaluation - General Manager

Pursuant to California Government Code Section 54957

1. Public Employee Discipline/Dismissal/Release – District Manager

Pursuant to California Government Code Section 54957

1. **Post-Closed Session Announcements**
2. **Next Meeting Date:** April 26, 2022
3. **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, Marc Baker, District Manager of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing agenda was posted on Friday March 18, 2022*,* at 2:00 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: March 18, 2022

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By: Marc Baker, District Manager