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**

October 27, 2020—2:00 p.m. District Office—42800 Ivy Street

* **Call to Order**
* **Pledge of Allegiance**
* **Roll Call**

Chair Seymour, Trustee Vollbrecht, Trustee McConnell, Trustee Wolter, Trustee Penko, District Manager Baker, District Secretary Ross

* **Approval of Agenda**
* **Public Comments**

At this time, members of the public are invited to address the Board concerning any items not on the agenda, but within the jurisdiction of the District.  Members of the public may address the Board on agenda items when those matters come up for discussion.

* **Consent Calendar**
* Approve Disbursements
* Accept Minutes
* Receive and File Financial Statements
* **Action Item**

1. Proposed fiscal year 2020-2021 Budget adjustment

 Recommendation: To discuss transferring $30,000 from payroll to operations.

 2. Complete Paperless Solutions

 Recommendation: To discuss hiring Complete Paperless Solutions to convert our

 permanent paper records to a digital format.

 **General Manager’s Reports**

* General Manager’s Administrative/Operations Report

Nothing at this time

* **Discussions**
* **General Counsel Reports**
* **Trustee Reports**
* **Future Trustee Agenda Items**

* **Closed Session**

Facts and circumstances are not required to be disclosed since the facts and circumstances that might result in litigation against the district are not known to the potential plaintiff.

1. Conference with legal counsel-Anticipated litigation

Significant exposure to litigation

Government code section 54956:9 (one case)

* **Announcements**
* **Next Meeting Date:** To be determined
* **Adjournment**

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)

**All supporting documentation is available for public review 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.**

**Agenda items are also available online at** [**www.murrietacemetery.org**](http://www.murrietacemetery.org/)

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 October 23, 2020* 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: October 27, 2020

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By: Marc Baker, District Manager