



# MURRIETA VALLEY CEMETERY DISTRICT

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

Phone: 951.677.4223  
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[www.murrietacemetery.org/](http://www.murrietacemetery.org/)

## AGENDA

### REGULAR MEETING OF THE BOARD OF TRUSTEES

January 10th, 2024— 10:30 AM 39875 ALTA MURRIETA DR. E2, MURRIETA, CA 92563

**A. Call to Order-**

**B. Pledge of Allegiance-**

**C. Roll Call-**

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

**Approval of Agenda-**

**D. Announcements-**

**E. Public Comments –**

F. 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.

**G. Consent Calendar-**

1. Accept Minutes -

**H. Discussion Items -**

1. Study session for Trustees( HR/ policies/ handbook)

2. CalPERS Health Insurance offerings to MVCD staff (review email)

\*\*Will also need to choose a separate vendor to provide vision & dental insurance

3. Joshua Barton state date as New Trustee - Give direction to Office Manager Richi

**I. General Manager Report -**

**J. Office Manager Report -**

**K. Action Items-**

**L. Trustee Reports-**

**M. Closed Session Items-**

1. Public Employee Performance Evaluation Pursuant to Government Code Section 54957

Job Title: Office Manager

N. Future Agenda Items- New Trustee Photo, Cemetery walk through with Trustees, General Manager Sauer evaluation February 2025, Swearing in of new Head Chair / Vice Chair, Time off policy approval, Public Employee Performance Evaluation Pursuant to Government Code Section 54957 Job Title: Office Manager(closed session)

O. Next Meeting Date: January 14, 2025 at 02:00 PM

**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](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, Chelsea Richi, Office Manager/ Secretary of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing minutes was posted on Tuesday, 01/07/2025 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: 01/07/2025 at 10:30 AM

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Respectfully By: Chelsea Richi,  
Office Manager & Secretary to the Board

DRAFT