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**

September 28,2021—2:00 p.m. District Office—42800 Ivy Street

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

Chair Penko, Trustee McConnell, Trustee Wolter, Trustee Seymour, Trustee Klein, 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. Landscape “E”

Recommendation: To hire a contractor to landscape “E”. Finishing the road and the landscape around “E” when then allow us to open “E” to the public for future burials. Exterior Design is the potential contractor.

2. COVID

Recommendation: To approve the Resolution regarding days off due to COVID related illness. If an employee cannot come to work due to COVID related illness those days missed will not come out of their paid time off.

 **General Manager’s Reports**

* General Manager’s Administrative/Operations Report
* **Discussions**

1. Discuss when to hire the third groundskeeper

2. Overtime

3. Burial policy/schedule

4. Flower Policy

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

* **Closed Session**
* **Announcements**
* **Next Meeting Date:** 10.26.21
* **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 September 24,2021* 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: September 28,2021

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By: Marc Baker, District Manager