



# MEMORANDUM

EXECUTIVE OFFICE, COUNTY OF RIVERSIDE

**Bill Luna**  
County Executive Officer

**Jay E. Orr**  
Assistant County Executive Officer

**TO:** Nancy Romero, COB  
**FROM:** Jay E. Orr, Assistant CEO  
**DATE:** October 23, 2008  
**RE:** CONTINUANCE

Please continue the following item to November 4, 2008:

Executive Office: Report on Elsinore Valley and Wildomar Cemetery Districts  
(3.82 of 9/30/08).

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**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**FROM:** Supervisor Bob Buster

**SUBMITTAL DATE:** September 24, 2008

**SUBJECT:** Cemetery Districts

**RECOMMENDED MOTION:** That the Board of Supervisors Direct the Executive Office to:

1. Prepare an analysis addressing the operations, administration, oversight and boundaries of the Elsinore Valley and Wildomar Cemetery Districts. Additionally, the report should review the qualifications and training of the trustees and staff, and make recommendations on the adequacy of existing practices, policies and procedures; and
2. Report back to the Board within 30 days.

**BACKGROUND:** The incorporation of Wildomar has raised questions about the boundaries of both the Wildomar and Elsinore Cemetery Districts. The Boards of Trustees at both cemeteries have vacant positions to be filled and administrative policies and procedures need to be reviewed to ensure that the cemeteries are being run effectively and efficiently. The Executive Office has provided fiscal and organizational oversight for the Perris Valley Cemetery District since 2002 and can review the situation and make recommendations to the Board.

**Bob Buster**  
Supervisor, 1<sup>st</sup> District

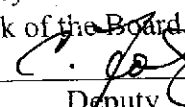
BB:mt

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Buster, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended, with report back October 28, 2008.

Ayes: Buster, Tavaglione, Stone, Wilson, and Ashley  
Nays: None  
Absent: None  
Date: September 30, 2008  
xc: Supvr. Buster, E.O., COB ✓

Nancy Romero  
Clerk of the Board  
By:   
Deputy