

**MEETING OF THE BOARD OF TRUSTEES  
March 14, 2018  
2:00 PM**

**MEETING LOCATION: Office of 4<sup>th</sup> District Supervisor Peter Foy  
County of Ventura  
980 Enchanted Way, Suite 203  
Simi Valley, California 93065  
(805) 955-2300**

**AMERICANS WITH DISABILITIES ACT:** In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please call 805-526-8245 for assistance. Notification at least 48 hours prior to the meeting or time when services are needed will assist staff in assuring reasonable arrangements can be made to provide accessibility to the meeting or service.

**JUDICIAL REVIEW:** Any legal action by an interested party seeking to obtain judicial review of any decision or action by the District may be subject to the 90-day filing period set forth in Code of Civil Procedure Section 1094.6 and may be limited to raising only those issues raised during the public hearing.

**PUBLIC ACCESS to BOARD PACKETS:** Board agenda and informational packets are available for review, prior to board meetings, in the Cemetery Office, 1461 Thompson Lane, Simi Valley, CA 93065, and at [www.simipubliccemetery.com](http://www.simipubliccemetery.com). Please call for assistance at 805-526-8245 before arriving. Board Meeting Minutes will be available immediately following their approval by the Board.

\*\*\*\*\*

## **AGENDA**

### **1. CALL TO ORDER**

Members and visitors are requested to silence all cell phones and other personal communication devices while the meeting is in progress.

### **2. ROLL CALL**

<b>WILLIAM SAUNDERS</b>	<b>Chairman</b>
<b>GREGORY A. STRATTON</b>	<b>Vice-Chairman</b>
<b>DEBORAH BURDORF</b>	<b>Treasurer</b>
<b>CHRISTINE KITCHENMASTER</b>	<b>Trustee</b>
<b>PAULA RYAN-APUZZO</b>	<b>Trustee</b>

### **3. AGENDA REVIEW**

### **4. APPROVAL OF MINUTES: February 21,2018**

### **5. PUBLIC COMMENTS**

### **6. TREASURER – Report and Presentation of Current Financial Statement**

### **7. CEMETERY MANAGER – CMS Report for prior Month and Presentation of New Issues**

**AGENDA  
EL RANCHO SIMI CEMETERY DISTRICT  
MEETING OF THE BOARD OF TRUSTEES  
March 14, 2018 at 2:00 PM**

**8. CORRESPONDENCE – Distribution and Review**

**9. OLD BUSINESS**

- a) **Continued Discussion by Trustees for Additions and/or Changes to the current 2003 Bylaws**
- b) **Audit Cycle - Annual or Five Year – Discussion With a Possible Vote**
- c) **Marketing Strategies**
- d) **Ossuary costs**
- e) **LAFCO Re-Districting Possibilities Into Moorpark and Possibly Beyond**
- f) **CDBG Status – Discussion Update**
- g) **Employee Manual – Discussion Update**
- h) **Employee Contract (review by lawyer)-Discussion Update**
- i) **Christmas lockout and flowers**
- j) **1099 Status for groundskeeper- Discussion Update**

**10. NEW BUSINESS**

- a) **Price List/Vault Price Only – Discussion With a Possible Vote**
- b) **Assistance from Bardsdale- Discussion update**
- c) **Possibility of setting up contracts with Temporary Labor Agencies- Discussion with possible vote**

**11. WARRANTS – Review and Vote for Approval**

**12. COMMENTS BY TRUSTEES**

**13. CLOSED SESSION: Review of Current and Pending Litigation with Attorney.**

- **Barrett et al v. El Rancho Simi Cemetery District – Vault Usage Costs/List of questions**
- **Leigh-Anne Harrison-Bigbie/Gavin Fisher v. El Rancho Simi Cemetery District**
- **Sharon Wiest et al V. El Rancho Simi Cemetery District**
- **Wage and Hour Laws vs. Salaries**

**14. ADJOURNMENT**

**Next meeting: April 11,2018 2:00 P.M.**

**Office of 4th District Supervisor Peter Foy County of Ventura  
980 Enchanted Way; Suite 203; Simi Valley, CA 93065**