


APPROVED: 
DATE: 11/21/18


**MINUTES
SPECIAL MEETING OF THE BOARD OF TRUSTEES
EL RANCHO SIMI CEMETERY DISTRICT
1461 Thompson Lane
Simi Valley, California 93065
Office Telephone: (805) 526-8245**

**August 15, 2018
2:00 PM**

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

1. **CALL TO ORDER at 1:59 pm**
Members and visitors are requested to silence all cell phones and other personal communication devices while the meeting is in progress.
2. **ROLL CALL**

WILLIAM SAUNDERS	Chairman
GREGORY A. STRATTON	Vice-Chairman
DEBORAH BURDORF	Treasurer
PAULA RYAN-APUZZO	Trustee
- 3-**Present**
1- **Absent– Trustee Ryan-Apuzzo**
3. **AGENDA REVIEW – No Changes**
4. **APPROVAL OF MINUTES: July 11, 2018**
Motion to approve the July 11, 2018 minutes
Moved by Trustee Burdorf, Seconded by Trustee Stratton
VOTE: 3:0 Unanimous
5. **PUBLIC COMMENTS**
Teresa Jordan
6. **TREASURER – Report and Presentation of Current Financial Statement**
Trustee Burdorf informed the board the City will be discussing the forgiveness of the Cemetery loan on one of the upcoming monthly meetings. The District is still waiting for the county to provide an auditor for the current audit, one was presented to the board at a cost of \$25,000 and the board refused stating the cost is too high.
7. **CEMETERY MANAGER – CMS Report for prior Month and Presentation of New Issues**

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CMS gave verbal report and informed the board that a very large tree had fallen in the Cemetery and would need to have it removed

8. CORRESPONDENCE – Distribution and Review

Nothing to report

9. OLD BUSINESS

a) Ossuary Costs

The CMS confirmed there is an ossuary in the NE1 section of the Cemetery and also informed the board the Eagle Scouts built a decorative deck covering for it. The CMS provided pictures of the structure and the board approved. CMS will research the building of a wall and name plates and give a report at the next meeting.

10. NEW BUSINESS

a) Ghost Tours – Pat Havens –

Mrs. Patricia Havens the City Historian and an owner of plots in the Pioneer section of the cemetery voiced her concerns of having the Ghost Tours at the Cemetery. She felt it would be disrespectful to those buried and to the families of those buried in the Pioneer Section. A motion was made not to have the Ghost Tours in the Cemetery, Moved by Trustee Saunders, and Seconded by Trustee Stratton

VOTE: 3:0 unanimous

b) Diana Cockerill – Refund for Marker Border

Ms. Cockerill is requesting a refund for the marker border installed by the Cemetery because it has cracked and cannot be repaired. A motion was made to refund the \$200 to Ms. Cockerill which is the amount she paid for the border. Moved by Trustee Stratton, Seconded by Trustee Saunders

VOTE: 3:0 unanimous

c) Bylaws – Pioneer Section Burial Restriction Update

The bylaws were updated to reflect Full burials are not permitted in the Pioneer Section
A motion was made to accept the update, Moved by Trustee Burdorf, Seconded by Trustee Stratton

VOTE: 3:0 unanimous

d) Section Six – Roy Jennings Blake/Diana Blake Complaint

Mrs. Blake sent an email with pictures to Chairman Saunders complaining about the dead grass around her husband Roy Jennings Blake's grave and the overall dry condition of all of Section Six. Mrs. Patricia Havens offered a donation of \$1,000 to fix the problem. A motion was made to accept the donation and to designate the funds solely toward the reseeding of section six first and then for any other landscaping needs. Moved by Trustee Saunders, Seconded by Trustee Burdorf

VOTE: 3:0 unanimous

e) CMS Roommates Request

CMS requested the board allow her Niece Shavon Sweet who has obtained employment in Simi Valley to visit at the residence in the evenings from Monday – Friday on a temporary basis until she can find a permanent residence in the Ventura County area, and that Art Ramzy be allowed to share the residence with her indefinitely

Item was carried over to the next meeting for further discussion

11. WARRANTS – Review and Vote for Approval

Motion to approve The Warrants was made by Trustee Saunders, Seconded by Trustee Burdorf

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Vote: 3:0 unanimous

12. COMMENTS BY TRUSTEES

Trustee Saunders announced the board will have a new member Mr. Ron Cammarata, beginning with the next board meeting on September 12, 2018

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
- Employee Contract

Meeting was called to order at 3:57 pm with nothing to report

14. ADJOURNMENT – at 3:58 pm

Next meeting: September 12, 2018 2:00 P.M.

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980 Enchanted Way; Suite 203; Simi Valley, CA 93065**