

**NOTICE OF REGULAR MEETING
And
AGENDA**

EL RANCHO SIMI CEMETERY DISTRICT
Office Telephone: (805) 526-8245

MEETING OF THE BOARD OF TRUSTEES
June 14, 2017
2:00 PM

**MEETING LOCATION: Office of 4th 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, minutes, and informational packets are available for review, prior to board meetings, in the Cemetery Office, 1461 Thomson Lane, Simi Valley, CA 93065. Please call for assistance at 805-526-8245 before arriving.

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

CYNTHIA PANDOLFI	Chairman
WILLIAM SAUNDERS	Vice-Chairman
DEBORAH BURDORF	Treasurer
CHRISTINE KITCHENMASTER	Trustee
PAULA RYAN-APUZZO	Trustee

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EL RANCHO SIMI CEMETERY DISTRICT
MEETING OF THE BOARD OF TRUSTEES
June 14, 2017 at 2:00 PM**

3. AGENDA REVIEW

4. APPROVAL OF MINUTES – MAY 10, 2017 Meeting

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

8. CORRESPONDENCE – Distribution and Review

9. OLD BUSINESS

- a) Update on Efforts to obtain New General Liability Policy
- b) Continued Discussion by Trustees for Additions and/or Changes to the current 2003 Bylaws
- c) Employee Manual – Continued Discussion of Final Version
- d) Current Status Report on Implementation of Cemsite Software and Demonstration
- e) Update and Discussion of Progress of Implementation of Website
- f) Update on 5-Year Audit

10. NEW BUSINESS

- a) Workers Compensation Policy Renewal
- b) Election of the Board of Trustees – Office of the Chairman
- c) LAFCO – Upcoming Review
- d) Resumption of Plot Sales With a Possible Vote
- e) CAL Card Review and Possible Vote
- f) Proposal to Upgrade Garage Area for Business Office

11. WARRANTS – Review and Vote for Approval

12. COMMENTS BY TRUSTEES

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

Jimenez et al v. El Rancho Simi Cemetery District; Barrett et al v. El Rancho Simi Cemetery District;
Zamora et al v. El Rancho Simi Cemetery District,

14. ADJOURNMENT

**Next meeting: July 12, 2017 2:00 P.M.
Office of 4th District Supervisor Peter Foy County of Ventura
980 Enchanted Way; Suite 203; Simi Valley, CA 93065**