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SEP 29 2017

Ventura LAFCo

3152 Shad Court  
Simi Valley, CA 93063  
September 28, 2017

Ventura LAFCo Commissioners  
c/o Mr. Kai Luoma, Executive Officer  
Ventura County Hall of Administration  
800 S. Victoria Avenue, L#1850  
Ventura, CA 93009

Re: THE 2017 MUNICIPAL SERVICES REVIEW REPORT FOR THE EL  
RANCHO SIMI PIONEER CEMETERY, AND SPHERE OF INFLUENCE.

Dear Members of the Commission:

I was extremely disappointed to learn just recently from Mr. Luoma, when I called LAFCo to inquire about the El Rancho Simi Pioneer Cemetery's Municipal Services Review (MSR), that one will not be done, and that a public hearing will not take place. Instead the Cemetery's Sphere of Influence is being considered.

Members of the Commission, since 2013, I have attended most of the El Rancho Simi Cemetery District Board meetings due to various District and Cemetery problems that I thought had been dealt with in the past (my last Board meeting was in 2004). I have helped the District Board in various ways so that in 2017 the LAFCo Municipal Services Review (MSR) report would counter the scathing May 16, 2007 Municipal Services Review (MSR) report. I know because as a taxpayer and a constituent, I addressed in a letter with voluminous evidentiary material. While the MSR is useful as an excellent reference document to date and into the future, it is very, very embarrassing to say the least.

A new Municipal Services Review (MSR) report will not be "Based on limited available information" (page 1, May 16, 2007 MSR), or on "lack of information", and the inability of the District to "complete the LAFCo questionnaire" (page 6, May 16, 2007 MSR). The result will be a better understanding of the present and future conditions at the El Rancho Simi Pioneer Cemetery, and of the governance of the El Rancho Simi Cemetery District by its Board of Trustees in order to avoid the egregious problems of the past, and keep the Cemetery District an independent agency.

A new Municipal Services Review (MSR) report will showcase the progress that has been made in the past 10 years by the Cemetery District Board, and at the Cemetery in light of the continuous turnovers of trustees; and settled and pending lawsuits, etc.

While Supervisor Foy has nominated, and the County Board of Supervisors has approved talented and ideal Simi Valley residents to serve as "volunteers" on the District Board, a new Municipal Services Review (MSR) report will showcase current problems that can easily be resolved: inconsistent Board policies, misunderstanding of/lack of knowledge of State public cemetery district, and government laws, etc.

Members of the Commission, the following are my comments on why LAFCo must undertake the comprehensive Municipal Services Review (MSR) report for the El Rancho Simi Pioneer Cemetery in 2017. Not doing so will be a disservice to constituents; the District/Cemetery; and the taxpayers. My comments address the 2007 MSR's Determinations (Section IV).

#### EL RANCHO SIMI PIONEER CEMETERY

##### LOCAL ACCOUNTABILITY AND GOVERNANCE

###### #1 - Board of Trustees:

1. Five (5) members serve at the present time.  
Quorums are achievable for Agenda Item votes.

###### #2 - Board Meetings:

1. Violations of the Brown Act - Cemetery matters are discussed by trustees before and after meetings in the 4<sup>th</sup> District Supervisor's.
2. Warrants - Discussions by Board trustees, and others are disruptive during the Treasurer's report. Warrants' discussions have covered fraud (involved in one case), and questions regarding certain warrants have occurred. Trustees must be attentive, and the public must be able to hear the discussions. The Board approves the Warrants even though the list is available days later. Explanation: their bookkeeper has many other clients!!!

3. Public Comments - Concerns are misunderstood.  
Example: A lady's mother was believed to be dead by trustees and staff during one Board meeting, but at another Board meeting it turns out that the mother is very much alive. Chairmen inconsistent on when public comments on Agenda items will be allowed, thus my numerous letters to the various Boards.
4. Closed Session reports to the public are not always given.
5. Adjournment of Board meetings not always done.
6. The Cemetery Managers' reports are not always available to the public.
7. Monthly financial reports' format is not always understood by the trustees. These documents are not available to the public.
8. Board meetings are taped, then not taped, then taped once again.
9. Trustees may be compensating themselves for "volunteer" work with cemetery plots.

### #3 - Meetings Agendas:

1. Staff forwards the information to the trustees via e-mail. The hard copies are not always available when they arrive for the meetings.
2. Closed Session items are not correctly listed.  
Example: September 13, 2017 Closed Session: Review of Current and Pending Litigation with Attorney Agenda Item stated "Leigh-Anne Harrison-Bigbie, Gavin Fisher v. El Rancho Simi Cemetery District, Wage and Hour Laws vs. Salaries". The two matters were not related. The "Wage and Hour Laws vs. Salaries" should have stated the item involved staff since the Chair reported to the public before adjourning the meeting about a raise.
3. Items not listed but discussed by trustee and staff are worked into a non "Revised" Agenda.

4. Font size for the items' text is too small.

#4 - Meetings Minutes:

1. Drafts are only available to Board trustees. Textual errors are not corrected in approved documents. Example: A Closed Session: Review of Current and Pending Litigation with Attorney Agenda Item was not included.
2. Staff forwards the information to the trustees via e-mail. The hard copies are not always available when they arrive for the meetings.

INFRASTRUCTURE NEEDS OR DEFICIENCIES

- #1 - The District contacted the Rancho Simi Recreation and Park District about a piece of land adjacent to the Cemetery for future plots. This matter will be tabled for now.
- #2 - The Board approved Cemetery scattering gardens.
- #3 - The Board approved the removal of a Cemetery road to increase the number of plots.
- #4 - The Cemetery's office/resident recently underwent extensive improvements, and costs thus this asset's land must not be considered for plots.

EVALUATION OF MANAGEMENT EFFICIENCIES

- #1 - The District Board has monthly financial reports at meetings, and approves annual budgets.
- #2 - Revenue generating ideas from trustees abound.

FINANCING CONSTRAINTS AND OPPORTUNITIES

- #1 - Payments are being made on the 1990 City of Simi Valley loan.
- #2 - The Board contacted the City of Simi Valley to possibly have the loan forgiven or reduced.

FINANCING CONSTRAINTS AND OPPORTUNITIES  
INFRASTRUCTURE NEEDS OR DEFICIENCIES

- #1 - The Cemsite program is being used to help resolve the issue of the availability of plots in the Cemetery.
- #2 - The 2012 Genealogy Report is being compared with the cemetery records for accuracy.
- #3 - The Cemetery's plot map is slated for protection.

COST AVOIDANCE OPPORTUNITIES

- #1 - Same as 2007 Municipal Services Review report?

OPPORTUNITIES FOR RATE RESTRUCTURING

- #1 - Same as 2007 Municipal Services Review report?

OPPORTUNITIES FOR SHARED FACILITIES

- #1 - Same as 2007 Municipal Services Review report?

GROWTH STRUCTURE OPTIONS, INCLUDING ADVANTAGES AND DISADVANTAGES OF THE CONSOLIDATION OR REORGANIZATION OF SERVICE PROVIDERS

- #1 - The Cemetery District prepares and adopts an annual budget, and will in the near future comply fully "with financial reporting requirements" (page 41, 2007 MSR).
- #2 - The County of Ventura, and the City of Simi have said they do not want "to assume" the District/Cemetery due to the problems!!!

GROWTH AND POPULATION PROJECTIONS FOR THE AFFECTED AREA

- #1 - Same as 2007 Municipal Services Review report?

I. EXECUTIVE SUMMARY

#1 - The information must be updated.

III. DISTRICT CEMETERY SERVICES

#1 - Unsure if "some burial services for indigents" (page 8, 2007 MSR) are available.

#2 - Section B. Agency Profile must be updated.

#3 - Update Table III-2 BURIAL FEE COMPARISON.

#4 - Update Table III-3 PROPERTY TAX & ASSESSMENT INFORMATION for the most current "FY".

#5 - Update Table III-4 BALANCE IN COUNTY TREASURY as of the most current fiscal year.

#6 - Update the information on pages 21, 22, 23, 26, and 27 (2007 MSR).

#7 - Page 34 of the 2007 MSR states under G. Evaluation of Management Efficiencies that "There is no pending litigation involving any of the three districts". There are pending lawsuits with regards to the El Rancho Simi Cemetery District and the El Rancho Simi Pioneer Cemetery!!!

#8 - Update Table III-5 AUDITS.

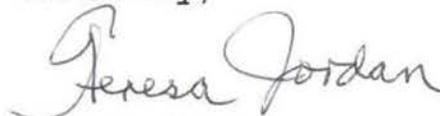
#9 - Update Table III-7 EL RANCHO SIMI CEMETERY DISTRICT BOARD MEMBERS AND TERMS OF OFFICE.

While Trustee Stratton recommended listing the September 13, 2017 Wages and Hours vs. Salary item under the Closed Session section of the Agenda, and asks crucial questions on the budget format, cemetery services prices, the Bylaws, etc., I cannot shake the fact that as Mayor of the Simi Valley City Council he overlooked the violations of State law when the fraudulent Royal Corto Assessment District No. 89-1 fees were approved by a 3:0 vote on December 17, 1990 for the Griffin Homes "Greenbriar" housing tract--impacting over a hundred families. So did the City Attorney, the

City Manager, and the two Council members. For over 2 decades, my efforts to have the fraudulent fees rescinded have been in vain. In the past, Cemetery District Board trustees have included a staff member of the 4<sup>th</sup> District Supervisor's office, a detective from the Simi Valley Police Department, a City of Simi Valley City Attorney (then City of Thousand Oaks City Attorney), lawyers, etc. and the possible embezzlement of Cemetery/District funds, the double selling of plots, etc. took place during their respective terms, and the removal of Cemetery records from the office and property for a genealogy report was approved during some of these trustees terms.

Members of the Commission, I am opposed to reducing the El Rancho Simi Pioneer Cemetery/El Rancho Simi Cemetery District Sphere of Influence. Thank you.

Sincerely,



Teresa Jordan

Enclosures:

September 28, 2017, El Rancho Simi Cemetery District Board of Trustees List, [www.simipubliccemetery.com](http://www.simipubliccemetery.com).

December 28, 2013, Teresa Jordan List of Simi Valley Public Cemetery District Board of Directors.  
(8 Pages)

September 13, 2017, El Rancho Simi Cemetery District Meeting Agenda. (2 Pages)

September 13, 2017, Teresa Jordan Letter to El Rancho Simi Cemetery District Board of Trustees.  
(2 Pages)

August 9, 2017, Teresa Jordan Letter to El Rancho Simi Cemetery District Board of Trustees.  
(2 Pages, Includes Enclosure)

- July 12, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.  
(2 Pages)
- June 21, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.
- June 14, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.  
(4 Pages; Includes Enclosure)
- May 10, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.  
(3 Pages)
- April 12, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.
- March 15, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.  
(4 Pages; Includes Enclosure)
- February 8, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.  
(2 Pages)
- February 5, 2017, Teresa Jordan Compilation of  
El Rancho Simi Pioneer Cemetery Price List  
Comparison Chart With Other Ventura County  
Cemeteries (and California Cemeteries). (12 Pages)
- January 13, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.  
(2 Pages)
- January 11, 2017, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.  
(3 Pages)
- December 14, 2016, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.
- November 16, 2016, Teresa Jordan Letter to El Rancho  
Simi Cemetery District Board of Trustees.  
(4 Pages; Includes 1 Enclosure).

October 21, 2016, Teresa Jordan Letter to El Rancho Simi Cemetery District Board of Trustees.

September 14, 2016, Teresa Jordan Letter to El Rancho Simi Cemetery District Board of Trustees.  
(2 Pages)

August 10, 2016, Teresa Jordan Notes Meeting of El Rancho Simi Cemetery District Board. (Page 1)

August 9, 2016, Teresa Jordan Letter to El Rancho Simi Cemetery District Board of Trustees.  
(2 Pages)

July 13, 2016, Teresa Jordan Letter to El Rancho Simi Cemetery District Board of Trustees.

June 6, 2016, Teresa Jordan Letter to El Rancho Simi Cemetery District Board of Trustees.  
(4 Pages)

May 11, 2016, Teresa Jordan Letter to El Rancho Simi Cemetery District Board of Trustees.

December 30, 2016, Letter from Mr. Michael D. Schwartz, Ventura County Special Assistant District Attorney, to Ms. Cynthia Pandolfi, El Rancho Simi Cemetery District Chairperson. (4 Pages)

August 21, 2017, City of Simi Valley Supplemental Agenda Item No. 6B(Royal Corto Specific Plan).  
(23 Pages)

21

2014, Teresa Jordan Green Binder Information Simi Valley Public Cemetery (El Rancho Simi Pioneer Cemetery) -- Ground Penetrating Radar Research. (81 Pages and Green Binder with tabs)

## Board of Trustees

The El Rancho Simi Cemetery District Board of Trustees

Chairman – William Saunders

Vice-Chair – Greg Stratton

Treasurer – Deborah Burdorf

Trustee – Christine Kitchenmaster

Trustee – Paula Ryan-Apuzzo

## Cemetery Manager/Secretary

Juanice R. Neal

SIMI VALLEY PUBLIC CEMETERY DISTRICT BOARD OF DIRECTORS

List Compiled by Teresa Jordan

December 28, 2013

[Sources: Ventura County Board of Supervisors' Meetings' Agendas (12/26/2013 Jordan research in the Clerk of the Board's office from 10:30 AM to 12:00 PM), and Los Angeles Daily News Articles (12/28/2013 Jordan research of the Thousand Oaks Library's website's research section).]

[NOTE: The Simi Valley Public Cemetery District was organized March 5, 1946. The governing body was composed of three(3) trustees/directors.]

1948 - Lillian Ecroyd

1952 - Lillian Ecroyd  
Carl Williams (Resigned 1953)  
Charles Havens

1954 - Lillian Ecroyd  
Charles Havens (Resigned 1954)  
Joseph Appleton (Resigned 1955)

1955 - Lillian Ecroyd  
W. E. Honsinger

1960 - Lillian Ecroyd  
W. E. Honsinger  
John Willard

[NOTE: On July 2, 1963, the Ventura County Board of Supervisors approved increasing the Simi Valley Public Cemetery District Board of Directors/Trustees from three (3) to five(5) members.]

1963 - W. E. Honsinger (Resigned 1965)

John Willard  
Vance Nixon  
Edgar Jansen  
Charles Havens

[NOTE: On March 10, 1964, the Ventura County Board of Supervisors approved a resolution naming the route (known as "Cemetery Lane", the street had not been officially named) between the Simi Valley Public Cemetery and Royal Avenue, "Thomson Lane". The request was made by Mr. William A. Thomson--his residence, and the Honsinger residence were adjacent to the street.]

1965 - John Willard  
Edgar Jansen  
Gordon Lindeen  
Robert Landegger

1971 - John Willard  
Charles Havens  
Edgar Jansen  
Gordon Lindeen

1986 - Gordon Lindeen  
John Williamson  
Neil Havens  
Vern Robinson  
Ron Thompson

1987 - Gordon Lindeen  
John Williamson  
Neil Havens  
Vern Robinson  
Ron Thompson

1988 - Gordon Lindeen  
John Williamson  
Ron Thompson  
Vince Nowell (Noel)  
Doug De Maret

1989 - Gordon Lindeen  
 John Williamson  
 Ron Thompson  
 Vince Nowell (Noel)  
 Doug De Maret

1990 - Gordon Lindeen  
 John Williamson  
 Ron Thompson  
 Vince Nowell (Noel)  
 Doug De Maret

1991 - John Williamson  
 Ron Thompson  
 Vince Nowell (Noel)  
 Doug Demeret  
 Daniel Gonzalez

1992 - John Williamson  
 Ron Thompson  
 Vince Nowell (Noel)  
 Doug Demeret  
 Daniel Gonzalez

1995 - John Williamson  
 Ron Thompson  
 Vince Nowell  
 Doug Demeret  
 Daniel Gonzalez

EL RANCHO SIMI CEMETERY DISTRICT BOARD

[Sources: Ventura County Board of Supervisors' Meetings' Agendas (12/26/2013 Jordan research in the Clerk of the Board's office from 10:30 AM to 12:00 PM); Los Angeles Daily News articles (12/28/2013 Jordan research of the Thousand Oaks Library's website's research section from home computer); and Ventura County Board of Supervisors' Meetings' Agendas (01/04/2014 Jordan research of the Board of Supervisors' Agendas' website from home computer).]

[NOTE: On July 11, 1995, the County Board of Supervisors approved the name change from Simi Valley Public Cemetery District to *El Rancho Simi Cemetery District*, and the Simi Valley Public Cemetery to the *El Rancho Simi Pioneer Cemetery*.]

- 1995 - John Williamson  
Ron Thompson  
Vince Nowell (Noel)  
Daniel Gonzalez
- 1997 - John Williamson  
Ron Thompson  
Greg Marshal
- 1999 - John Williamson  
Ron Thompson  
Greg Marshal  
Joe Brimberry
- 2000 - John Williamson  
Greg Marshal  
Joe Brimberry
- 2001 - John Williamson  
Greg Marshal  
Joe Brimberry  
Reginall Richardson
- 2001 - Greg Marshal  
Joe Brimberry  
Reginall Richardson  
Mike McGuigan
- 2002 - Greg Marshal  
Joe Brimberry  
Thomas Rittenburg  
Colette Asel

- 2005 - Thomas Rittenburg  
Tyler Ritell(?)
- 2007 - Thomas Rittenburg  
Tyler Ritch  
Daniel Paranick  
Tracy Noonan
- 2008 - Tyler Ritch  
Jarrod De Gonia  
(Walter) Russell Ireland
- 2009 - Tyler Ritch  
Jarrod De Gonia  
(Walter) Russell Ireland  
Constance Morgan
- 2011 - Tyler Ritch  
Jarrod De Gonia  
(Walter) Russell Ireland  
Constance Morgan
- 2013 - Tyler Ritch  
Jarrod De Gonia  
Constance Morgan  
Samantha Argabrite
- 2013 - Tyler Ritch  
Leah Schwochert  
Wayne Evans  
Cynthia Pandolfi
- 2013 - Tyler Ritch  
Leah Schwochert  
Cynthia Pandolfi
- 2013 - Tyler Ritch  
Cynthia Pandolfi  
Louis "Jack" Parfitt

2014 - Tyler Ritch  
Cynthia Pandolfi  
Louis "Jack" Parfitt  
Deborah Burdorf

[NOTE: February 4, 2014, Ventura County Board of Supervisors' Meeting Agenda Item #27 (Recommendation of Supervisor Foy to Appoint George Daniel Barefoot to the El Rancho Simi Cemetery District Board of Directors). The report from Supervisor Foy states "Mr. Barefoot has extensive experience in the cemetery and mortuary business and will be an asset to the Cemetery District".]

2014 - Cynthia Pandolfi  
Louis "Jack" Parfitt  
Deborah Burdorf  
Daniel Barefoot  
Ken Basson

2015 - Cynthia Pandolfi  
Louis "Jack" Parfitt  
Deborah Burdorf  
Ken Basson

2016 - Cynthia Pandolfi  
Louis "Jack" Parfitt  
Deborah Burdorf  
Ken Basson

2016 - Cynthia Pandolfi  
Louis "Jack" Parfitt  
Deborah Burdorf  
Brianda Esparza

2016 - Cynthia Pandolfi  
Deborah Burdorf  
Brianda Esparza  
Howard Herron

2016 - Deborah Burdorf  
Howard Herron  
Brianda Esparza

2016 - Deborah Burdorf  
Howard Herron

2016 - Deborah Burdorf  
Howard Herron  
William Saunders

2016 - Deborah Burdorf  
William Saunders

2016 - Deborah Burdorf  
William Saunders  
Cynthia Pandolfi

2017 - Deborah Burdorf  
William Saunders  
Cynthia Pandolfi  
Christine Kitchenmaster

2017 - Deborah Burdorf  
William Saunders  
Cynthia Pandolfi  
Christine Kitchenmaster  
Paula Ryan-Apuzzo

2017 - Deborah Burdorf  
William Saunders  
Christine Kitchenmaster  
Paula Ryan-Apuzzo

[NOTE: July 18, 2017, Ventura County Board of Supervisors' Meeting Agenda Item #43 (Recommendation of Supervisor Foy to Appoint Gregory Stratton to the El Rancho Simi Cemetery District Board of Trustees). Supervisor Foy's report stated "Greg is a former Mayor of the City of Simi Valley

as well as a former Simi Valley School District Board Trustee. Since he has left office, he has continued his dedication to supporting his community and preserving its history. He brings a wealth of knowledge regarding the Cemetery District and the City to this position and I am confident he will be an asset to the District."]

2017 - Deborah Burdorf  
William Saunders  
Christine Kitchenmaster  
Paula Ryan-Apuzzo  
Gregory Stratton

[NOTE: List Updated September 24, 2017.]

**NOTICE OF REGULAR MEETING  
And  
AGENDA**

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

**MEETING OF THE BOARD OF TRUSTEES**  
September 13, 2017  
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.

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

**AGENDA  
EL RANCHO SIMI CEMETERY DISTRICT  
MEETING OF THE BOARD OF TRUSTEES  
September 13, 2017 at 2:00 PM**

- 3. AGENDA REVIEW**
- 4. APPROVAL OF MINUTES: August 9, 2017**
- 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) Continued Discussion by Trustees for Additions and/or Changes to the current 2003 Bylaws
  - b) Letterhead Creation – Review/Discussion With Possible Vote
- 10. NEW BUSINESS**
  - a) Audit - Findings & Recommendations – Discussion
  - b) Audit Cycle - Annual or Five Year – Discussion With Possible Vote
  - c) Cherie Jackson/Payment Plan/Contract Validity/Plot Assignments – Discussion with a Possible Vote
  - d) Award Procedure for Board Members to Earn Plots – Discussion With a Possible Vote
  - e) Halloween Ghost Tour – Discussion With a 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; Leigh-Anne Harrison-Bigbie, Gavin Fisher v. El Rancho Simi Cemetery District, Wage and Hour Laws vs. Salaries
- 14. ADJOURNMENT**

**Next meeting: October 11, 2017 2:00 P.M.**  
**Office of 4th District Supervisor Peter Foy County of Ventura**  
**980 Enchanted Way; Suite 203; Simi Valley, CA 93065**

LAFCo

3152 Shad Court  
Simi Valley, CA 93063  
September 13, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 5 (Public Comments), 9a (Bylaws), 10b (Audit Cycle), 10d (Board Members to Earn Plots), and 10e (Halloween Ghost Tour).

Dear Members of the Board:

With regards to Agenda Item 9a (Bylaws), since in past Board meetings I have witnessed trustee aggression towards staff, trustees, and members of the public, I enclosed with my July 12, 2017 letter a copy of the California Special Districts Association (CSDA) 2014-2015 Board Member/Trustee Handbook in the hope that Board members would learn not to repeat such actions by government officials. Since that lesson has not been learned, I ask that the "WHY GOVERNANCE IS IMPORTANT - The board as an organization" bullet points on "board treats all staff with dignity and respect", and "treats all community members with dignity and respect, even in the face of criticism and opposition" (page 3) be included in your Bylaws so that in the future whenever Board turnover occurs new trustees will know how to treat trustees, staff, and members of the public during Board meetings because the "board assumes collective responsibility for the conduct, behavior and effectiveness of the Board".

As far as Agenda Item 10b (Audit Cycle) is concerned, I support the "Annual" audit cycle.

With regards to Agenda Item 10e (Halloween Ghost Tour), because in the past it was reported at Board meetings that vandalism and questionable religious activity (possibly involving Satanic worship) took place at gravesites around Halloween, or on Halloween, I am opposed to this item. It is great to have ideas brought up by the trustees. For the past 4+ years, to my knowledge, such occurrences have not been reported by the cemetery managers. Keep it that way.

Members of the Board, Agenda Item 10d(Members Earn Plots) was surprising. Though in the past the Board awarded a plot as compensation for genealogical work(I felt should not have been done), and in a not too distant Board meeting awarding the cemetery manager(staff) with a plot was brought up(I feel it is not a good idea), I am opposed to this item.

You volunteered knowing full well there was no financial compensation for the duties and responsibilities of the position, and for decades this has been Board policy. The fact that you are not financially compensated has been a blessing whenever a lawsuit has been filed against the District/cemetery for double selling of burials, and/or burials in the wrong graves, etcetera. This is being undertaken in light of the fact that the Board has just restarted selling plots after twice stopping sales, the number of total plots for sale is still unknown, there are no guarantees that the constant turnover of Board membership will not continue, and you have agendized fee increases just weeks after approving the 2017 Price List for Cemetery Services. I did not make this decision lightly. I had many questions; there were more "cons" than "pros" on the subject.

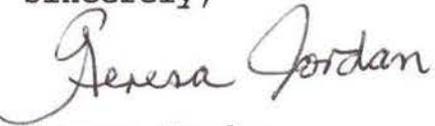
1. Which State of California Health and Safety Code section, or Government Code section allows such awards to trustees/directors/members as financial compensation? None found.
2. Since Board members for decades have not received wages for their "volunteer" work, will award of a plot constitute financial compensation(wages)? Possibly.
3. Will the plot award be reported to the State of California Controller's office in the year that it is awarded, or when the plot's deed is handed over? Unknown.
4. Since a plot(deed) has monetary value, if a trustee sells the plot to another individual or back to the district/cemetery does this not constitute a "Conflict of Interest"? Possibly.

5. Since a plot has monetary value, if a trustee dies will the deed be transferrable to a surviving family member? Possibly.
6. What is to keep the Board from including awards for family members in the future? Nothing.
7. Have other public cemetery districts' Board's approved such financial compensation for their Trustees? Unknown. Research is extensive.
8. What is the Board, or staff research on this item? Unknown.
9. Why is the Board undertaking this item now? Possibly for financial compensation for time spent on handling issues.
10. Is the Board "Gifting" itself if this is not considered financial compensation? Unknown.

I had other questions but I had to stop somewhere.

Members of the Board, I have not in the past 4+ years asked to be reimbursed for the extensive research I have undertaken, or expenses incurred with the green binders. I been extremely helpful in order to protect and preserve the community's and taxpayers historical cemetery. I prefer agendizing Board meetings compensation of a dollar amount between \$0 to \$100 as allowed by the laws of the State of California. Thus, individuals who apply in the future don't do so just to obtain a cemetery plot. Thank you.

Sincerely,



Teresa Jordan

LAFCo

3152 Shad Court  
Simi Valley, Ca 93063  
August 9, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 5 (Public Statements), 9c (Vice-Chair Election), 9e (Grant Committee), 9f (Cost of Cremation Plots), 9g (2003 Bylaws), and 10c (2017/18 Budget).

Dear Members of the Board:

If none of the existing trustees want the Vice-Chair position, then I recommend new Trustee Gregory Stratton.

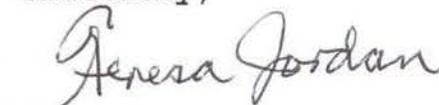
With regards to Agenda Item 9e (Grant Committee), has new Trustee Gregory Stratton received a green binder copy?

As far as Agenda Item 9f (Cost of Cremation Plots) is concerned, has new Trustee Gregory Stratton received a copy of the Board's 2017 Price List? If not, I would ask that this item be continued to the September meeting. Should you proceed with discussions on this Agenda Item due to time constraints, then please refer to the enclosed copy of my Cremation Plots and Graves Comparison List of Other California Cemetery Districts Fees, Prices, and Costs.

Members of the Board, Agenda Item 9g (2003 Bylaws) if new Trustee Gregory Stratton does not have a copy of the 2003 Bylaws and subsequent updates, open the discussions on this Agenda Item, and vote at the September meeting to update.

With regards to Agenda Item 10c (2017/18 Budget), please add "Fiscal Year" or "FY" before the year(s). Thank you.

Sincerely,



Teresa Jordan

COMPARISON LIST OF OTHER CALIFORNIA CEMETERY DISTRICTS

FEEES, PRICES, and COSTS

CREMATION PLOTS and GRAVES

Compiled by Teresa Jordan

August 9, 2017

<u>KEY</u>	<u>ERSPC</u> (2017)	<u>Assumption</u> (2017)	<u>Bardsdale</u> (2017)	<u>Ivy Lwn</u> (2017)
1. Grave	\$600 (s) \$900 (d)	Sold Out!!!	\$750 ---	\$4,000- \$10,000
2. Endowment	\$200 (each)		\$300	\$400-\$600
3. Open & Close	\$750		\$750	\$1,100
4. Scatrng Grdn			---	\$300
5. Endowment			---	\$100

<u>K</u>	<u>Anaheim</u> (2017)	<u>Carpinteria</u> (2017)	<u>Elsinore</u> (2015)	<u>Fair Oaks</u> (2016)	<u>Goleta</u> (2017)
1	---	---	\$300 (s)	\$600-	\$950
	\$1,260	\$1,800	\$400 (d)	\$2,000	---
2	\$350	\$200	\$200	\$500	\$200
3	\$430	\$800	\$250	\$400	\$600

<u>K</u>	<u>North Cnty</u> (2016)	<u>North Kern</u> (2014)	<u>Pomerado</u> (2017)	<u>Rialto</u> (2016)	<u>Riverview</u> (2016)
1	\$600 ---	\$580 (s) \$290 (1/2)	\$570 ---	\$487.20 ---	\$260 ---
2	\$605	\$200 & \$100	\$870	\$1,084.10	\$120
3	\$535	\$90	\$485	\$1,035.40	\$215

<u>K</u>	<u>Santa Maria</u> (2017)	<u>Summit</u> (2016)	<u>Valley Center</u> (2016)
1	\$562 ---	\$415 ---	\$950 (s) +\$350 (d)
2	\$235	\$250	\$350
3	\$350	\$300	\$500

3152 Shad Court  
Simi Valley, CA 93063  
July 12, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 2(Roll Call), 4(Minutes), 5(Public  
Comments), 9c(LAFCO), 10a(Election of Chair/Vice-  
Chair), 10d(Grant Committee); and Other Issues.

Dear Members of the Board:

With regards to Agenda Item 2(Roll Call), in past Board meetings' Agendas whenever trustees offices were vacant the word "Vacant" was listed for those seats. I ask that in the future your meetings' Agendas have the word "Vacant" under the Roll Call section of the Agenda for unfilled trustees positions. Today's meeting Agenda has Trustee Saunders listed on the Roll Call with two(2) titles. This is in violation of the State of California's Health and Safety Code Section 9028(b) which states "The officers of a board of trustees are a chairperson, vice chairperson, and a secretary...No trustee shall hold more than one office". Trustee Saunders was not elected as the Chair. What Trustee Saunders Board duties as Vice-Chair allow him are to automatically assume the Chair's duties once the office becomes vacant. With this letter is enclosed a copy of the State of California Health and Safety Code Section 9028(b).

While I disagree with the way the Board is handling the distribution of the draft Board meetings' Minutes(Board's June 12, 2017 meeting's discussions, and Juanice's July 10, 2017 telephone message), I will note any discrepancies when I am procedurally able to do so. As a governing body you must pay close attention to the details in all of the documents that are up for your consideration, and approval. It is of the outmost importance that all documents are viewed by you well in advance of your Board meetings.

As far as Agenda Item 10a(Election of the Board of Trustees - Chair/Vice-Chair), is concerned, the office of Chair/Vice-Chair must not be held by one Board member since

it violates California Health and Safety Code Section 9028(b)--"...No trustee shall hold more than one office". Because this is an election of the Board of Trustees the Chair, and Vice-Chair offices are both open to votes. Note I mentioned the California Health and Safety Code Section 9028(b) violation in my letters of November 16, 2016, December 14, 2016, January 11, 2017, and January 13, 2017.

Members of the Board, since the May 2007 Ventura LAFCO's El Rancho Simi Cemetery District's Municipal Service Review Report covered governance, it is of the utmost importance that both the Roll Call, and Election of Chair/Vice-Chair Agenda Items be corrected before you undertake Agenda Item 9c(LAFCO). Enclosed with this letter are copies of some of the pages from the CSDA(California Special Districts Association)'s 2014-2015 Board Member/Trustee Handbook.

With regards to Agenda Item 10d(Grant Committee), when I put together my 2014 Green Binder information for the Board members, I struggled with the title for the section on grants and awards. While I may have settled for the wrong title("AWARDS"), the information is a start to any grant discussions. I kindly ask to be notified of all Grant Committee meetings.

Members of the Board, since all of you have copies of my 2014 Green Binder, I ask that the two(2) or three(3) copies in the Cemetery office(mentioned by Trustee Burdorf at a Board meeting) be distributed to newly sworn trustees. When I distributed the copies to the various Board members, I did so thinking they would keep them--I covered their costs. Apparently, that has not been the case. Since at least one(1) copy must remain in the Cemetery office, I ask that the Board set a policy on what to do when outgoing trustees do not keep the copy of the binder distributed to them. Thank you.

Unsigned  
Teresa Jordan 9/28/2017

Sincerely,

Teresa Jordan

P.S. The Cemetery office street name on Agendas and Minutes is Thompson Lane and Thomson Lane! Which is the legal name?

3152 Shad Court  
Simi Valley, CA 93063  
June 21, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93063

Re: The Agenda, and Agenda Item 5 (Public Comments).

Dear Members of the Board:

The Agenda's numbering sequence is incorrect. A Special Meeting of the Board of Trustees Agenda may follow the "Regular" meetings' format, but not the numbering sequence. The correct numbering sequence for today's Agenda is:

1. CALL TO ORDER
  2. ROLL CALL

William Saunders	Chairman
Debrah Burdorf	Trustee; Vice-Chairman
Christine Kitchenmaster	Trustee; Treasurer
Paula Ryan-Apuzzo	Trustee
  3. AGENDA REVIEW
  4. PUBLIC COMMENTS
  5. OLD BUSINESS
  6. NEW BUSINESS
  7. REPORTS BY TRUSTEES
  8. ADJOURNMENT
- Next meeting: July 12, 2017 2:00 PM

The Board's Special Meeting Agenda format must not now or ever have any gaps in the numbering sequence.

Unsigned  
Teresa Jordan 9/28/2017

Sincerely,

Teresa Jordan

3152 Shad Court  
Simi Valley, CA 93063  
June 14, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 4 (Minutes), 5 (Public Statements),  
9e (Website), 10 (b (Chairman), 10c (LAFCO), and  
10d (Plot Sales).

Dear Members of the Board:

Once again I ask that you reverse the order of the Minutes and the Public Statements. When the April 12, 2017 Board Meeting Minutes were approved I could not procedurally bring up the fact that members of the public who spoke under the Public Statements Section of the Agenda had not been listed. The record needed to be corrected. Why are the Minutes listed before the Public Statements?

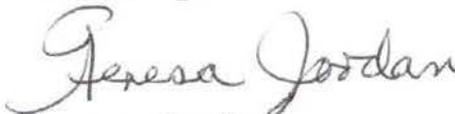
With regards to the Website (9e), many thanks to all <sup>of</sup> you have been involved with the research and implementation. *that* Since the Agenda and the Draft Minutes were not posted at least 72 hours before today's meeting, I recommend including on the Agenda section the following statement "IMPORTANT NOTICE If an Agenda or Draft Minutes is not available on this website 72 hours before the next Board Meeting is scheduled, please feel free to either call (805) 526-8245, or come to our office which is located at 1461 Thompson Lane, Simi Valley, CA 93065, to request a copy. Thank you." *check* Whoever is in charge of the postings, please double, triple and quadruple the information. The posting for the Annual Memorial Day Ceremony stated "Join us on Monday, June 29, 2017".

As far as Agenda Item 10b (election of Chairman) is concerned, ~~I~~ <sup>my</sup> prefer Trustee Burdorf, but if she continues as Treasurer, then Trustee Saunders should chair the Board's meetings. This is not a line of succession. Then a newer Trustee can be elected as Vice-Chairman. I thank Mrs. Pandolfi for her service, and for returning to lead the Board and the cemetery through very difficult times.

With regards to Agenda Item 10c(LAFCO), it was stated in the May 1~~5~~6, 2007 Municipal Service Review Report that "None of the Districts have websites, but the need for one would not seem practical for any of the agencies". You have proved LAFCO wrong and if anything you are a model for those government run active cemeteries that where there is a will there is a way. Since there has been an update into the adjacent Rancho Simi Parks and Recreation District land, the only concern I have involves governance. I know that my comments throughout the years have been taken as criticism, I, just like you, want to see our precious jewel of a cemetery succeed, thrive, and survive into the future.

As far as the plot sales(10d) <sup>are</sup> ~~is~~ concerned, since their resumption already has a list of names to be contacted in the near future, did the April 12, 2017 Board meeting public members "M. and Cliff Clinton(?)" sign up with Juanice? Please refer to the enclosed pages 1 and 2 of my April 12, 2017 Board meeting Notes. Thank you.

Sincerely,

  
Teresa Jordan

EL RANCHO SIMI CEMETERY DISTRICT BOARD MEETING

April 12, 2017

Teresa Jordan Notes

AGENDA

1. CALL TO ORDER

Chairperson Pandolfi called the meeting at 2:10 PM.

2. ROLL CALL

Trustee Pandolfi; Chair - Here  
Trustee Burdorf; Treasurer - Here  
Trustee Saunders; Vice-Chair - Here  
Trustee Kitchenmaster - Here  
Trustee Ryan-Apuzzo - Here

Chairperson Pandolfi Said full Board, have a Quorum.

3. AGENDA REVIEW

No changes were made.

4. PUBLIC COMMENTS

I read my letter. A lady M. and a man Cliff Clinton(?) Said are here because are interested in what is happening with the Cemetery, and they want to buy a plot(s). Chairperson Pandolfi Said there were two members of the competing press (Wilson from the Ventura County Star, and Melissa from the Acorn) present.

Chairperson Pandolfi Brought up the fee of \$2550 for a double burial plot, and the fee of \$1550 for the first(right of interment). [The second right of interment was increased last month by the Board to cover the Cemetery's costs.] She said that due to risk

and \_\_\_\_\_, and the little Kabuto can't do the double plot work. She explained that the Board has been cleaning up(due to management problems).

5. APPROVAL OF MINUTES - March 15, 2017

No changes were made.

6. TREASURER'S REPORT AND PRESENTATION OF CURRENT FINANCIAL STATEMENT

Trustee Burdorf Asked the Trustees if they go over her reports that she sent to their E-mails. No response from the Chair, Vice-Chair, and the other Trustees so she gave a summary!!!!!! She said the budget balance is about \$6,000+!!!!!!! She said that in late April will get the County property tax assessment which is about \$20,000. She said they will be fine by the end of the month. She said that this is the lowest since she has been on the Board that it has been! She said that the amount paid to the City loan is going down little at a time. She said they are in compliance. She said plot sales are \$13,100? of the budget, and \$34,000 in annual sales; they are a third of what they generate normally in selling plots!!!!!! She said that on the audit that hopefully next month she will have an update. She said that while are low in plots, the money received in property tax was higher. She said they are saving more in water use, this bridges the gap between sales and the budget balance. She said that she has worked Thursdays with Juanice to work on the files. She said that she will also work with Juanice with the Cemsite to progress once Juanice has time. She said that in the future may use the Boy Scouts to re-mark the row letters in Section 6? She asked all of us to ask any Troops to see if any of them are interested in doing this work!!!!!!! She said that the plot plaques(markers) need to be removed also in Section 6(?)?!?!?!? Chairperson Pandolfi Asked if any payments are pending. Trustee Burdorf Said \$8,000+ for \_\_\_\_\_.

Chairperson Pandolfi Explained for those present that they(the Board members) are volunteers. She said that they would have to pay \$50,000(for the general liability insurance) if the Board members were covered.

3152 Shad Court  
Simi Valley, CA 93063  
May 10, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 3 (Agenda), 4 (Minutes), 5 (Public Comments), 9b (Old Business; 2003 Bylaws Update), 9e (Old Business; Website), 9f (Old Business; RSPRD Property, Cemetery Expansion), 10a (New Business; 2017 Price List), 10d (New Business; Pioneer Section Burials), 11 (Warrants), and 12 (Reports by Trustees).

Dear Members of the Board:

With regards to future Board Agendas, please note that once an Agenda has been posted and revisions or additions come up, other local governments follow the Brown Act by posting a "Revised Agenda", or an "Addendum Agenda" at least 72 hours before the public meeting is called to order. This is part of governance.

As far as the listing of today's Agenda's Minutes and Public Comments items are concerned, does this mean that the decision to not release Draft Minutes before the Board meetings for public review and comment is final? This Agenda listing order not only does not procedurally allow for public comment on the draft Minutes, but, since the matter of the Agenda format has not been agendized, also means that the Board is inconsistent. Exceptional governance by the Board depends upon consistency in its decisions and actions.

Members of the Board, years ago I stated before the Board that I would inform it when I no longer wanted copies of Agendas. Because to date I have not made such a request, without the availability of a Website, I have:  
1. gone to the Cemetery office after being called by the past Cemetery Managers that I could pick up the Agenda and Draft Minutes; 2. I have submitted self-addressed stamped envelopes though Juanice told me in a recent phone conversation they're only going to be used for the approved

Minutes; and 3. I have gone to City Hall during rainy and windy days to write down your Agendas (the City Clerk's office will not copy them). Please note that Juanice mailed a copy of the Agenda for the April 12, 2017 Board meeting. Since the Agenda for today's Board meeting was not in the mail, I called Juanice on Monday and said I would go to City Hall if I did not receive anything in the mail (before the meeting). Not hearing from Juanice I went to City Hall. I kindly request that if the Website is not available by your June 14, 2017 meeting that the Agenda be mailed in my self addressed stamped envelope so that I have it in a timely manner.

With regards to the Agenda Item on the Rancho Simi Parks and Recreation District's adjacent parcel, it is worth pursuing no matter how long the process takes because it speaks well of the District what with the upcoming LAFCO Municipal Service Review. I was shocked that a trustee had followed up on the matter--as was the case with the well on the cemetery property. I ask that in the future items that have been discussed by the Board or brought up to the Board's attention during meetings that they be agendized when a trustee has followed up, and that a policy be formulated, and included in the update of the Bylaws.

Members of the Board, as far as what requirements should be approved for burials in the Pioneer Section, because of the State designation to be fair burial for those "Pioneer" families that have deeds to plots, upon verification, must be honored. "Pioneer" families whose loved ones do not have deeds, upon research findings, must be given the opportunity to be buried with spouses, children, and, if qualified, relatives.

With regards to the Agenda Item on Reports by Trustees, I'm grateful that this subject is once again listed, but I prefer that in the future it be titled "Comments". You already list reports from trustees under the agendized items. "Comments" gives all of you the opportunity to make statements during meetings in a given time slot because all of you have a wealth of information to disseminate to each other and to the public. The chaos that took place during the Warrants section of your April 12, 2017 meeting when various conversations took place, and the Ventura County Star's reporter talked with Chairperson Pandolfi must be avoided. It was difficult to follow Trustee Burdorf's discussions of Saul's hours with Juanice. You must all be

attentive in order to know what to do should any of you be the signatory on the checks in the future to avoid the serious problems that have occurred in the past 3 years: questions regards certain warrants, that in one case fraud was involved.

Members of the Board, as far as the Agenda Item on the Current Price List is concerned, I was shocked with the meeting of April 12, 2017 discussions on the endowment care fee. The endowment care fee is collected at the beginning because maintenance of all burial plots, spreading gardens, etcetera occurs throughout the year. I've never heard of a particular plot or spreading garden, etcetera, not being maintained until a particular individual needs the particular resting place. This is the reason that the endowment care fee is not refundable. In past years, I was shocked to hear trustees say they did not know what a "cemetery" was, or what a "cemetery district" does. Even though you are all volunteers, you have a responsibility to learn everything that you can about the Cemetery and the District. You are highly intelligent, and talented, but your training program is sorely lacking. Where is the trustee training program information located?

With regards to the 2003 By-laws Agenda Item, I kindly request that a policy on "Ex-Parte Communications" be included. On April 13, 2017, Chairperson Pandolfi called me to ask about the damage in the Cemetery due to the 1969 flood event that I mentioned in my April 12, 2017 letter. After giving her a summary of how I learned about the matter, and the result of my extensive research, I made the suggestion that Chairperson Pandolfi contact Mrs. Pat Havens (City of Simi Valley Historian), or to contact former Chairperson Louis "Jack" Parfitt, and why. I kindly request that this subject be agendized for your June 14, 2017 meeting to get a report from Chairperson Pandolfi on her follow up. Thank you. Happy Mothers Day!

Unsigned  
Teresa Jordan 9/28/2017

Sincerely,

Teresa Jordan

My Copy

3152 Shad Court  
Simi Valley, CA 93063  
April 12, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 3 (Agenda Review), 4 (Public Comments),  
9.f (County Arroyo Simi Activities/Impact(s) to the  
Cemetery Property), and California Public Records Act  
Requests.

Dear Members of the Board:

With regards to Agenda Item 3 (Agenda Review), please  
change the date for the next Board meeting (Page 2) to read  
May 10, 2017.

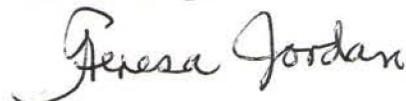
As far as agenda item 9.f is concerned, I just ask that  
the County, and the Cemetery District Board take into  
consideration the damage to that Cemetery property from the  
1969 flooding event, when caskets and possibly bodies were  
unearthed and carried into the Arroyo Simi, as improvements  
are made in order to prevent another such grave matter.

I have enclosed copies of my March 15, 2017 letter's  
corrected page 1. I also made a copy of my February 8,  
2017 letter for Trustee Ryan-Apuzzo since I covered the  
District's and other cemeteries' services fees.

Members of the Board, what is your policy on Ex Parte  
communications?

I am providing 4 self addressed stamped envelopes for  
mailings of future Board meetings' Agendas/Minutes. I  
kindly request a copy of the Cemetery Manager's March 15,  
2017 report. Thank you. Happy Easter. Happy Spring.

Sincerely,



Teresa Jordan

Corrected  
mfg

3152 Shad Court  
Simi Valley, CA 93063  
March 15, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 4 (Public Comments), 5 (Approval of the Minutes), 9b (Old Business; the 2003 Bylaws), 10a (New Business; Fees), the Agenda, and the Board Meetings.

Dear Members of the Board:

Under Agenda Item 2 (Roll Call), please include trustee Paula Ryan-Apuzzo's name.

With regards to Agenda Item 5, back on December 14, 2016, the Board unanimously approved, without corrections, the December 1, 2016 Special Meeting Minutes. Had I received a copy of the draft Minutes, I would have brought to your attention the fact that there were textual errors -- Special Meeting Minutes did not make sense, and the Closed Session information had been omitted. Since I did not receive a copy of the March 15, 2017 meeting draft Minutes, I will be reading them once again on the day of the meeting, or after approval. This is unfair.

As far as Agenda Item #9b (the 2003 Bylaws) is concerned, please continue it to your April meeting in order to give Trustee Ryan-Apuzzo the time to read the current text.

With regards to Agenda Item 10a (Opening and Closing Fees for Double Depth Plots), continue the item to your April meeting in order to give Trustee Ryan-Apuzzo the time to go over the Board's February 8, 2017 approved Price List.

Since once again the Agenda does not include the item on Comments from Trustees, I ask why is this crucial subject being deleted. This Agenda section allows the trustees to share cemetery and cemetery district matters with each other, Supervisor Foy's liaison, and the public. Such business discussions by the trustees before or after the Board meetings violate the Brown Act.

3152 Shad Court  
Simi Valley, CA 93063  
March 15, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 4(Public Comments), 5(Approval of the Minutes), 9b(Old Business; the 2003 Bylaws), 10a(New Business; Fees), the Agenda, and the Board Meetings.

Dear Members of the Board:

Under Agenda Item 2(Roll Call), please include trustee Paula Ryan-Apuzzo's name.

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With regards to Agenda Item 10a(Opening and Closing Fees for Double Depth Plots), continue the item to your April meeting in order to give Trustee Ryan-Apuzzo the time to go over the Board's February 8, 2017 approved Price List.

Since once again the Agenda does not include the item on Comments from Trustees, I ask why is this crucial subject being deleted. This Agenda section allows the trustees to share cemetery and cemetery district matters with each other, Supervisor Foy's liaison, and the public. Such business discussions by the trustees before or after the Board meetings violate the Brown Act.

Members of the Board, at your January 12, 2017 meeting, cemetery/cemetery district counsel, Mr. Brian Pierik, asked if the meetings were taped. Chairperson Pandolfi said they do not. For about 3 years, the Board's meetings were taped. Once the Board's actions are consistent, they become policy whether written or not. Why were tapings of the Board meetings stopped, and when were they stopped?

Members of the Board, at your February 8, 2017 Board meeting, my 2014 green binder was brought up. I agreed to make copies for the newer trustees, and from the Board Juanice was mentioned. Please note that I am distributing copies for Trustees Saunders, Kitchenmaster, and Ryan-Apuzzo. I did not make a copy for Juanice. Leigh-Anne said a copy is in the cemetery's records. Should Juanice not find it, call me and I will make a copy for her.

Members of the Board, I know that it has been difficult to get all trustees on the same page when it comes to scheduling Board meetings, but recently your Special Meetings have been more frequent and their Agendas are not discussions of just a few items. Please try to limit them because other local governments have been investigated by counties' District Attorneys' offices in California for holding more Special Meetings to get around their Regular Meetings. I wish you a very Happy Saint Patrick's Day.

Unsigned  
Teresa Jordan 9/28/2017

Sincerely,

Teresa Jordan

Enclosures:

January 12, 2017, El Rancho Simi Cemetery District Board Meeting, Teresa Jordan Notes. (Pages 1 & 9)

December 23, 2016, Simi Valley Acorn, "Pioneer Cemetery up for review". (Page 2)

December 28, 2013, Simi Valley Public Cemetery District/El Rancho Simi Cemetery District Board of Directors List. (7 Pages)

EL RANCHO SIMI CEMETERY DISTRICT BOARD MEETING

January 12, 2017

Teresa Jordan Notes

I got to Supervisor Foy's office about 1:50 PM. I asked Chad if I could go into the Conference Room. I sat down to organize my supplies and paperwork in preparation for the meeting. Soon a gentleman came in. I asked him his name-- Brian Pierik. Trustees Burdorf and Saunders, and a lady also came in. I recognized the lady--new Trustee Christine Kitchenmaster approved by the Ventura County Board of Supervisors on January 10, 2017(I came across this information when researching the Supervisors' agendas' website). I had Googled her name and read interesting news stories about her. I welcomed Trustee Kitchmaster, and I pointed out the Board members' seating area. Mr. Miller came into the Conference Room. He mulled over if he should swear in Trustee Ktchenmaster before or after the meeting. He did the swearing in before the meeting. Chairperson Pandolfi came into the Conference Room around 1:57 PM. She was very surprised that the Board had a new trustee.

AGENDA

1. CALL TO ORDER - Chairperson Pandolfi Opened the meeting around 2:02 PM. She handed out packets to the Board members. She then walked up to me to give me a packet. Me Told Chairperson Pandolfi that she had already given me the information when she had come to my house the day before. She dropped the packet near me. Chairperson Pandolfi Said that I didn't have a complete packet. At some point, Mr. Pierik Asked Chairperson Pandolfi if record the meeting--it turns out he is the Cemetery/District Board's Counsel!!!!!! Chairperson Pandolfi Said they do not!!!!!! WHAT??? [NOTE: For at least 3 years, taping meetings has been the Board's policy!!!!!!! The trustees have not stated at anytime during the meetings, nor placed on the Board meetings' agendas that this policy was going to be rescinded!!! If the Board had, I would have opposed the change vehemently!!!!!!!]

Manager needs to have a contract!?!?! Said if need to negotiate!?!?! Said need to have a special meeting!!!!!!! Trustee Burdorf Said need to get Juanice in as quickly as possible.

e) Status Report on Implementation of Cemsite Software

Trustee Burdorf Said her work on this item is done!!! Said Juanice has the responsibility and the work to do with the Cemsite's people!!!!!! She said that she and Juanice will be involved with the research items!!!!!! Chairperson Pandolfi Asked when does the actual survey take place!!!!!!! Trustee Burdorf Said the person that was going to do the survey is not going to do it!!!!!! WHAT??? [NOTE: But Chairperson Pandolfi mentioned "surveys" in the Simi Valley Acorn's 2016 article!!!!!! When type up notes include the date, the name of the article, and the quote from Chairperson Pandolfi!!!!!!] [NOTE: December 23, 2016, "Pioneer Cemetery up for review", "Cynthia Pandolfi, chair of the cemetery district board, said the lack of record-keeping stems from the historical cemetery's past practice of selling plots by 'stepping out and designating a certain section without any boundaries or surveys'"!!!!!!] Trustee Burdorf Said the work will come from Tammy's book (the Cemetery genealogy report that Trustee Barefoot had said not to rely completely on); and the disc; and the new sections that have just added!!!!!! And from the plot transfers!!! Chairperson Pandolfi Asked if on the paper discrepancies will they be done one at a time!!!!!!! Trustee Burdorf Said that she and Juanice will work together to check the discrepancies!!! Chairperson Pandolfi Said but will still do the probing!!!!!!! Trustee Burdorf Said this is the physical work!!!!!!!

I left the meeting at 4:20 PM when Agenda Item 10 f), Discussion of Late Fee for Kubota Backhoe Lease, came up.

[NOTE: Since I had stated in my January 11, 2017 letter that my name had no "h", whenever Chairperson Pandolfi mentioned my name during some of the Agenda Items, she would refer to me as "Teresa without an "h"!!!!]

3152 Shad Court  
Simi Valley, CA 93063  
February 8, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Road  
Simi Valley, CA 93065

Re: Agenda Items 3 (Agenda Review); 4 (Public Statements);  
5 (Approval of Minutes); 10b (Bylaws); 10e (Cemsite  
Software); 10f (Website); and 11b (Price List).

Dear Members of the Board:

I've noticed that the Agendas are not including the Comments from Trustees item. When this item started showing up on the Agendas I was delighted. This way you each had a set time in which to convey information you had come across, and/or you asked questions. It is important because this way you do not discuss Cemetery and District related matters before the meetings, or during the Closed Sessions!!! Such discussions and inconsistency are not good governance!!! If the item is going to be deleted from the Agendas then state so as Board policy!!!

With regards to Agenda Item 5 (Minutes), first of all, thank you Chairperson Pandolfi for making the Draft copy available, and in a timely manner (same comments on the Agenda). Please note that a "SHORT RECESS" was "TAKEN" (Page 3) after the Public Comments Item to give Mr. Miller the time to make copies. Because 3 of the Board members left the Conference Room when the Closed Session was still taking place, the absence of the 3 trustees must be noted.

As far as Agenda Item 10b (Bylaws) is concerned, I've already made many comments in my January 12, 2017 letter. Since my efforts on the Cemetery's 2015 Price List took longer than I anticipated, I will wait for another day to comment on what you vote to approve.

With regards to the Cemsite Software Agenda Item (10e), I can't begin to express how disheartened I felt when at your January 12, 2017 meeting it was disclosed that as far as the survey goes the person was not going to do it!!!!!!

Members of the Board, as far as Agenda Item 10f (Website) is concerned, I'd like to thank Trustee Kitchenmaster (Minutes of January 12, 2017 Board Meeting). This item is long overdue. This will make it easier to get copies of the Agendas and the Draft Minutes!!!!

With regards to Agenda Item 11b (Price List), enclosed with this letter, and attached to it are copies of my cemeteries' services fees comparisons, and Notes. Unlike 2014, I am sorry to say that today I am not presenting a single cemeteries comparison price list spreadsheet.

Members of the Board, please note that I did not compare the El Rancho Simi Pioneer Cemetery's fee for "Addition of final dates to an existing marker - Cost of engraving plus \$60.00 Administrative Fee". Since all Cemetery Current Price List information was not given in the January 12, 2017 meeting packet, once I finally got a copy of my request there was only so much that I could accomplish.

Members of the Board, is the Current Price List correct with regards to the Simi Valley Public Cemetery doing business as (d.b.a.) El Rancho Pioneer Cemetery District heading? From the Board discussions for the past 3 years, I was sure that this information is the other way around.

Members of the Board, do you charge for the setting of the Polyguard Vault(s), and the Concrete Cremation Vault? Thank you.

Sincerely

Unsigned  
Teresa Jordan 9/28/2017

Teresa Jordan

EL RANCHO SIMI PIONEER CEMETERY PRICE LIST  
COMPARISON CHART WITH OTHER VENTURA COUNTY CEMETERIES

Compiled by Teresa Jordan

February 5, 2017

KEY El Rancho Simi Pioneer Cemetery Fees (2015)

1. Adult Burial Plot - \$1950
2. Double Depth - \$2950
3. Endowment Care - \$400 Each
4. Infant Burial Plot - \$600
5. Endowment Care - \$200
6. Cremation Plot - \$600
7. Double Depth - \$900
8. Endowment Care - \$200 Each
9. Cremation Inurnment over Existing Burial - \$450
10. Endowment Care - \$200?
11. Adult Burial Interment(O/C) - \$1550
12. Infant Burial Interment(O/C) - \$750
13. Cremation Inurnment(O/C) - \$750
14. Saturday Services(Open/Close) - \$700 Extra
15. Non-Resident - \$1500
16. Disinterment - \$1000(Cremated Remains)  
- \$2500 to \$5000(Full Burial)
17. Transfer of Plot - \$100(Administration Fee)
18. #5 Concrete Vault(Full Burial) - \$850 + Tax
19. Polyguard Vault(Full Burial) - \$950 + Tax
20. Polyguard Cremation Vault - \$250 + Tax
21. Polyguard Cremation Vault(Large) - \$300 + Tax
22. Concrete Cremation Vault - \$400 + Tax
23. Infant Vault - \$250 to \$500
24. Granite Marker Set - \$250
25. Bronze Marker Set - \$250
26. Larger Marker Set - Determined by Management
27. Vase - \$75 + Tax

<u>KEY</u>	<u>ERSPC</u> (2015)	<u>Assumption</u> (2016)	<u>Bardsdale</u> (2016)	<u>Ivy Lawn</u> (2017)
1. Adu	\$1950	N/A	\$1500	\$5500
2. DD	\$2950	\$2500-\$4000	\$2200	---
3. End	\$400 Each	\$800	\$300 Each	\$400
4. Inf	\$600	Not Give	---	\$500
5. End	\$200	Not Give	---	\$200
6. Cre	\$600	Sold Out!	\$750	N/A
7. DD	\$900		---	\$4500-\$10000
8. End	\$200 Each		\$300 Each	\$400-\$600
9. Exi	\$450	Not Give	---	\$1100-\$2250
10. End	\$200?	Not Give	---	---
11. AO/C	\$1550	\$800	\$1650	\$3200
12. IO/C	\$750	Not Give	---	\$500
13. CO/C	\$750		\$750	\$1000
14. Sat	\$700 Extra	Not Give	\$1500	\$1500
15. NonR	\$1500	Not Give	\$750-\$1500	---
16. Disc	\$1000	Not Give	\$2500	---
	FB \$2500-\$5000	Not Give	\$5000	---
17. Tran	\$100	Not Give	\$100	\$400
18. #5V	\$850 + Tx	\$600-\$7000	\$750	\$900
19. PolFV	\$950	Not Give	---	\$795
20. PolCV	\$250 + Tx	Not Give	---	\$195?
21. PlLCV	\$300 + Tx	Not Give	---	\$195?
22. ConCV	\$400 + Tx	Not Give	---	\$195?
23. InV	\$250-\$500	Not Give	---	\$375
24. G Mrk	\$250	Mrkr + Set	\$250	\$295
25. B Mrk	\$250	Mrkr + Set	\$250	\$295
26. L Mrk Mgt Det		Mrkr + Set	\$250	\$295
27. Vase	\$75 + Tx	\$59.13 + Tx	---	\$60

Explanations:

Fee is not listed(---).

Not applicable(N/A).

<u>KEY</u>	<u>ERSPC</u> (2015)	<u>Anaheim</u> (2016)	<u>Cambria</u> (2010)	<u>Carpinteria</u> (2016)
1. Adu	\$1950	\$1890-2100	\$1400	\$1600
2. DD	\$2950	"	\$2050	---
3. End	\$400	\$450	\$300	\$250
4. Inf	\$600	\$350	\$1195	\$1350
5. End	\$200	\$350	?	\$200
6. Cre	\$600	\$1260	\$750	---
7. DD	\$900	"	\$1000	\$1350
8. End	\$200 Each	\$350	\$300	\$200
9. Exi	\$450	---	---	---
10. End	\$200?	---	---	---
11. AO/C	\$1550	\$700	\$725-\$825	\$1550
12. IO/C	\$750	\$300-\$485	?	\$600
13. CO/C	\$750	\$300-\$430	\$275	\$600
14. Sat	\$700	\$565-\$955	\$700-\$1000	\$500
15. NonR	\$1500	\$50-\$400	\$750	\$500
16. DisC	\$1000	\$295	---	\$2500
FB	\$5000	\$590-\$885	---	"
17. Tran	\$100	\$50	---	---
18. #5V	\$850 + Tx	\$410-\$430	\$500-550	---
19. PolFV	\$950 + Tx	"	"	---
20. PolCV	\$250 + Tx	\$78	"	---
21. PlLCV	\$300 + Tx	"	"	---
22. ConCV	\$400 + Tx	"	"	---
23. InV	\$250-\$500	\$85	?	---
24. G Mrk	\$250	\$162?	\$350	\$200
25. B Mrk	\$250	"	"	"
26. L Mrk Mgt Det		"	"	"
27. Vase	\$75 + Tx	\$50	---	---

Explanations:

Fee is not listed(---).

Breakdown by type of item is not provided("").

Fee breakdown is unclear(?).

<u>KEY</u>	<u>ERSPC</u> (2015)	<u>Davis</u> (2015)	<u>Elsinore</u> (2015)	<u>Fair Oaks</u> (2016)
1. Adu	\$1950	\$1250-\$7000	\$700	\$2000-\$5200
2. DD	\$2950	?	\$900	\$4200-\$6200
3. End	\$400 Each	\$350	\$400	\$500-\$700
4. Inf	\$600	\$650	---	\$200-\$400
5. End	\$200	\$175	---	\$200
6. Cre	\$600	\$1250	\$300	\$600-\$2000
7. DD	\$900	---	\$400	---
8. End	\$200 Each	\$350	\$200	\$500
9. Exi	\$450	?	---	\$500
10. End	\$200?	?	---	\$500
11. AO/C	\$1550	\$1200-\$1900	\$550	\$1050
12. IO/C	\$750	\$600	---	\$300
13. CO/C	\$750	\$650-\$980	\$250	\$400
14. Sat	\$700 Extra	\$450-\$1300	\$550-\$750	\$800-\$1000
15. NonR	\$1500	\$350-\$750	\$500-\$750	?
16. DisC	\$1000	---	\$500	\$250
FB	\$2500-\$5000	---	\$2500-\$4500	\$2000
17. Tran	\$100	---	---	\$50
18. #5V	\$850 + Tx	\$950-\$1700	\$550	\$600-\$1200 + Tx
19. PolFV	\$950 + Tx	N/A?	"	"
20. PolCV	\$250 + Tx	N/A?	\$200	\$250-\$300 + Tx
21. PlLCV	\$300 + Tx	N/A?	"	"
22. ConCV	\$400 + Tx	N/A?	"	"
23. InV	\$250-\$500	\$350	---	\$250 + Tx
24. G Mrk	\$250	\$80-\$200	---	\$200-\$300
25. B Mrk	\$250	"	---	"
26. L Mrk	Mgt Det	"	---	\$400
27. Vase	\$75 + Tx	\$20 + Tx	---	\$20

Explanations:

Fee is not listed(---).

Breakdown by type of item is not provided("").

Fee breakdown is unclear(?).

<u>KEY</u>	<u>ERSPC</u> (2015)	<u>Goleta</u> (2013)	<u>Madronia</u> (2017)	<u>North County</u> (2017)
1. Adu	\$1950	\$1700	\$2000-\$2500	\$1205-\$1683
2. DD	\$2950	---	---	---
3. End	\$400	\$300	\$350-\$400	\$605
4. Inf	\$600	---	\$100-\$1250	\$560
5. End	\$200	---	\$175-\$200	\$605
6. Cre	\$600	\$950	---	\$600
7. DD	\$900	---	---	---
8. End	\$200	\$100	---	\$605
9. Exi	\$450	---	---	---
10. End	\$200	---	---	---
11. AO/C	\$1550	\$967	\$970-\$1130	\$1089
12. IO/C	\$750	---	\$300	\$565
13. CO/C	\$750	\$600	\$325	\$535
14. Sat	\$700	\$600	\$525-\$1765	---
15. NonR	\$1500	\$800	\$150-\$750	\$660
16. DisC	\$1000	\$1000	---	---
FB	\$2500-\$5000	\$5000	---	---
17. Tran	\$100	---	---	---
18. #5V	\$850 + Tx	\$459	\$650-\$980	\$864-\$1842
19. PolFV	\$950 + Tx	"	"	"
20. PolCV	\$250 + Tx	---	\$120-\$450	\$237.60
21. PlLCV	\$300 + Tx	---	"	"
22. ConCV	\$400 + Tx	---	"	"
23. InV	\$250-\$500	---	\$200	\$555.40
24. G Mrk	\$250	\$250	\$200	\$319
25. B Mrk	\$250	"	"	"
26. L Mrk Mgt Det		"	"	"
27. Vase	\$75 + Tx	---	---	---

Explanations:

Fee is not listed(---).

Breakdown by type of item is not provided("").

Fee breakdown is unclear(?).

<u>KEY</u>	<u>ERSPC</u> (2015)	<u>North Kern</u> (2014)	<u>Pomerado</u> (2016)	<u>Rialto</u> (2015)
1. Adu	\$1950	\$580	\$2215	\$1307.20
2. DD	\$2950	---	---	\$1901
3. End	\$400 Each	\$200	\$845	\$1057.60
4. Inf	\$600	\$265	\$545	\$356.50
5. End	\$200	\$60	\$845	\$1057.60
6. Cre	\$600	\$580	\$550	\$475.30
7. DD	\$900	---	---	---
8. End	\$200 Each	\$200	\$845	\$1057.60
9. Exi	\$450	---	---	---
10. End	\$200?	---	---	---
11. AO/C	\$1550	\$350	\$1160-\$1620	\$1010-\$1176
12. IO/C	\$150	\$190	\$470	\$1010.10
13. CO/C	\$300	\$90	\$470	\$1010.10
14. Sat	\$700 Each	\$400	---	50% of wkday
15. NonR	\$1500	\$400	\$1220	---
16. DisC	\$1000	---	\$940	\$677
	FB \$2500-\$5000	---	\$3525-\$8670	\$1355-\$2020
17. Tran	\$100	\$30	---	---
18. #5V	\$850 + Tx	\$310	\$495-\$1290	Actual \$+20%
19. PolFV	\$950 + Tx	---	---	Actual \$+20%
20. PolCV	\$250 + Tx	\$75?	---	Actual \$+20%
21. PlLCV	\$300 + Tx	---	---	Actual \$+20%
22. ConCV	\$400 + Tx	---	\$195-\$560	Actual \$+20%
23. InV	\$250-\$500	---	\$395-\$420	Actual \$+20%
24. G Mrk	\$250	\$150	\$610	---
25. B Mrk	\$250	"	"	---
26. L Mrk Mgt Det		"	"	---
27. Vase	\$75 + Tx	\$17.50-\$90	---	Actual \$+20%

Explanations:

Fee is not listed(---).

Breakdown by type of item is not provided("").

Fee breakdown is unclear(?).

<u>KEY</u>	<u>ERSPC</u> (2015)	<u>Riverview</u> (2016)	<u>Santa Maria</u> (2016)	<u>Summit</u> (2016)
1. Adu	\$1950	\$600-\$925	\$1175	\$800
2. DD	\$2950	---	---	\$1100
3. End	\$400 Each	\$325-\$395	\$279	\$300 Each
4. Inf	\$600	\$270-\$310	\$546	\$450
5. End	\$200	\$160	\$227	\$250
6. Cre	\$600	\$260	\$546	\$450
7. DD	\$900	---	---	---
8. End	\$200 Each	\$120	\$227	\$250
9. Exi	\$450	---	---	\$425
10. End	\$200?	---	---	---
11. AO/C	\$1550	\$457-\$620	\$800	\$510-\$660
12. IO/C	\$750	\$225	\$340	\$240
13. CO/C	\$750	\$215	\$340	\$95-\$300
14. Sat	\$700 Extra	\$600-\$700	\$1150	\$390-\$660
15. NonR	\$1500	\$100-\$250	\$248-\$710	\$395
16. DisC	\$1000	\$900	\$1000	\$410
FB	\$2500-\$5000	\$2500	\$1000-\$4000	\$2750
17. Tran	\$100	\$45	---	\$75
18. #5V	\$850 + Tx	\$435-\$577	---	\$530
19. PolFV	\$950 + Tx	"	---	"
20. PolCV	\$250 + Tx	"	---	---
21. PlLCV	\$300 + Tx	"	---	---
22. ConCV	\$400 + Tx	\$162	---	---
23. InV	\$250-\$500	\$206-\$210	?	\$160
24. G Mrk	\$250	---	\$175-\$430	\$135
25. B Mrk	\$250	---	"	"
26. L Mrk Mgt Det		---	"	"
27. Vase	\$75 + Tx	\$86.40	\$15-\$40 + Tx	\$55

Explanations:

Fee is not listed(---).

Breakdown by type of item is not provided("").

Fee breakdown is unclear(?).

<u>KEY</u>	<u>ERSPC</u> (2015)	<u>Valley Center</u> (2016)	<u>West Side</u> (2016)
1. Adu	\$1950	\$1400	\$620
2. DD	\$2250	\$2300	---
3. End	\$400 Each	\$350	\$250
4. Inf	\$600	\$1400	\$250
5. End	\$200	\$350	\$250
6. Cre	\$600	\$950	\$620
7. DD	\$900	---	?
8. End	\$200 Each	\$350	\$250
9. Exi	\$450	---	?
10. End	\$200?	---	?
11. AO/C	\$1500	\$775	\$600
12. IO/C	\$750	\$775	\$300
13. CO/C	\$750	\$500	\$1794-\$2089
14. Sat	\$700 Extra	\$350-\$500	\$800
15. NonR	\$1500	\$600	\$400
16. DisC	\$1000	Material+Time	\$2000
FB	\$2500-\$5000	Material+Time	\$2000
17. Tran	\$100	---	---
18. #5V	\$850 + Tx	---	\$680-\$1620
19. PolFV	\$950 + TX	---	"
20. PolCV	\$250 + Tx	---	"
21. PlLCV	\$300 + Tx	---	"
22. ConCV	\$400 + Tx	\$350	?
23. InV	\$250-\$500	\$550	\$465-\$935
24. G Mrk	\$250	\$400	\$125-\$235
25. B Mrk	\$250	\$300	"
26. L Mrk Mgt Det		\$400	"
27. Vase	\$75 + Tx	\$60	\$21.50

Explanations:

Fee is not listed(---).

Breakdown by type of item is not provided("").

Fee breakdown is unclear(?).

CALIFORNIA CEMETERIES 12 CHAIRS & CANOPY (TENT) SET UP FEES

1. Anaheim Cemetery - \$145 (Weekday) ; \$250 (Weekend)
2. Davis Cemetery District - \$75 (for Non-Funeral Event)
3. Ivy Lawn Cemetery - Included in the Funeral Fee
4. Fair Oaks Cemetery - \$200 (Awning Set Up)
5. Madronia Cemetery - \$185 (Tent Setup)
6. West Side Cemetery District - Shade Shelter & Chairs are  
Included in Basic Service

CALIFORNIA CEMETERIES SCATTERING GARDENS FEES

1. Anaheim Cemetery - \$315 (Weekday) ; \$400 (Weekend)
2. Davis Cemetery District - \$370 + Endowment (\$70)
3. Ivy Lawn Cemetery - ?

CALIFORNIA CEMETERIES DOCUMENT COPYING FEES

1. Rialto Cemetery - \$0.25 (per B&W Page) ; \$0.55 (Color)

MUNICIPALITIES DOCUMENT COPYING COSTS

1. City of Simi Valley - \$0.80 (1<sup>st</sup> Pg) ; \$0.20 (thereafter)
2. Ventura County - Under 10 Pgs \$0; Over \$0.03; Historic  
Search Time over 2 Hours (\$24 per Hour)

LIST OF VENTURA COUNTY CEMETERIES BEING COMPARED

1. Assumption Cemetery(Catholic; Simi Valley, CA).
2. Bardsdale Cemetery District(Fillmore, CA).
3. Conejo Mountain Funeral Home & Memorial Park  
(Camarillo, CA).
4. Hueneme Masonic Cemetery(Closed?; Oxnard, CA).
5. Ivy Lawn Memorial Park & Funeral Home(Ventura, CA).
6. Japanese Cemetery(Closed; Oxnard, CA)
7. Mount Sinai Memorial Parks and Mortuaries  
(Simi Valley, CA).
8. Nordhoff Cemetery(Ojai, CA).
9. Piru Cemetery District.
10. Santa Paula Cemetery(Pierce Brothers; Santa Paula, CA).

## LIST OF CALIFORNIA CEMETERIES BEING COMPARED

1. Anaheim Cemetery/Santa Ana Cemetery(Orange County Cemetery District).
2. Cambria Cemetery District(Cambria Community Cemetery).
3. Carpinteria Cemetery District.
4. Davis Cemetery District.
5. Elsinore Valley Cemetery District(Lake Elsinore, CA).
6. Fair Oaks Cemetery District.
7. Goleta Cemetery District(Santa Barbara, CA).
8. Madronia Cemetery(Saratoga Cemetery District).
9. North County Cemetery District(Escondido, CA).
10. North Kern Cemetery District(Delano, CA).
11. Pomerado Cemetery Dst.(Dearborn Memorial Park; Poway, CA).
12. Rialto Park Cemetery.
13. Riverview Cemetery District(Brawley, CA).
14. Santa Maria Cemetery District.
15. Summit Cemetery District(Banning, CA).
16. Valley Center Cemetery.
17. West Side Cemetery District(Taft, CA).

## NOTES

1. Grave = Plot = Lot = Space.
2. Baby = Infant.
3. Memorial = Marker.
4. Saturday = Weekend.
5. Non-resident = Out of District.
6. Opening and Closing = O&C.
7. Interment = Inurnment?
8. Sales Taxes Charged.
9. Tiered Pricing System for Varying Plot Locations.
10. Fees for Administrative Services.
11. Price List in Pixel Format.
12. Price List in Very Small Print.
13. Price List in Very Light Ink.
14. Entity Name Not Listed on Price List.
15. Entity Address Included on Price List.
16. Entity Contact Information Included on Price List.
17. Type of Payment Included on Price List.
18. Half a Grave = Child Burial?
19. Cremation = Inurnment?
20. Double Depth Grave = Duals?
21. Vault = Outer Burial Container?
22. Some Cemeteries Adult Burials Only?

3152 Shad Court  
Simi Valley, CA 93063  
January 13, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: My January 11, 2017 Letter for the Board's Special  
Meeting of January 12, 2017.

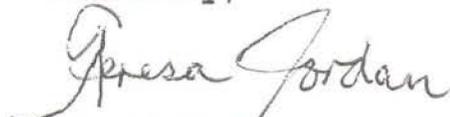
Dear Members of the Board:

Enclosed is a corrected copy of page 3 of my January 11, 2017 letter. Please note that the third paragraph which read "violation of California Government Code Section 9028(b)..." should have read "violation of California Health and Safety Code Section 9028(b)..."

Members of the Board, I had worked very hard, in the short amount of time I had because of your Special Meeting, to cross-reference all of my points on the Agenda Items that I addressed. Unfortunately, I fell short. I relied on my December 14, 2016 letter. Had I cross-referenced back to my November 16, 2016 letter, I would have realized that my December 14, 2016 letter was half correct on the code names. The first paragraph read "With regards to Agenda Item 2 Roll CALL, in my November 16, 2016 letter I brought up the California Public Cemetery District's Code section which states that trustees can't have more than one position on the Board...I again ask do you have an exception to that California Government Code section". It should have read "...exception to that California Health and Safety Code section".

Members of the Board, I'm sorry for any inconvenience that these errors may have caused. Thank you.

Sincerely,



Teresa Jordan

Corrected  
1/13/2017  
mkg

Members of the Board, glad to see that the Website's implementation (Agenda Item 10g) is once again agendized. I can't wait for it to be up and running.

With regards to Agenda Item 11 (NEW BUSINESS), b (Current Price List...Possible Vote to Change One or More Prices), this item must also be continued to give Trustee Christine Kitchenmaster ample time to review and comment on.

Members of the Board, now that the Board has 4 members, with regards to Agenda Item 11c there will be no need for two of you to be holding more than one position which is in violation of California Government Code Section 9028(b) Health and Safety Code which states that "No trustee shall hold more than one office".

Members of the Board, for future meetings' Agendas, please have the ADA, Judicial Review, and the Public Access to Board Packets information in larger font size. I ask that the same be done for the Closed Session information in the parenthesis. All information must be reader friendly.

Members of the Board, I request copies of the following District records: 1. the December 30, 2016 letter that you have agendized under Item 11g; 2. the December 1, 2016 Board meeting Agenda; and 3. the cancellation notice of the January 11, 2017 Board meeting. Thank you.

Sincerely,



Teresa Jordan

3152 Shad Court  
Simi Valley, CA 93063  
January 11, 2017

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Special Meeting of January 12, 2017 Agenda Items  
2(Roll Call), 4(Public Comments), 5(Approval of  
Minutes), 10(Old Business: b, and g), 11(New Business:  
b, and c), the Agenda, and Other Matters.

Dear Members of the Board:

With regards to Agenda Item 2(Roll Call), the name of trustee Christine Kitchenmaster must be included.

As far as Agenda Item 5(Approval of Minutes) is concerned, add to page 1 of the Board's December 14, 2016 meeting's Minutes the names Annemarie Strote and Robert Perez under number 4 Public Comments. Also, please note my name does not have an "h". On page 2, under number 7, PRSENTATION must be corrected, and the sentence should read "General overview of LAFCO's function and the 2007 Cemetery District's Municipal Service Review report; a comprehensive review and report on the El Rancho Simi Cemetery District is due in 2017". Then too, the number 12 and OLD BUSINESS must be joined. On page 3, the number 13 and NEW BUSINESS must not be separated. *5-year*

With regards to Agenda Item 10(Old Business), b(Bylaws), this must be continued to the next meeting to give trustee Kitchenmaster ample opportunity to review and comment on them. Should you decide to hear this item, then my comments on the 2003 Bylaws for now are as follows:

1. To page 1, ARTICLE I, 1. DESCRIPTION AND PURPOSE, second paragraph, first sentence add "District" to "The El Rancho Simi Cemetery". Also, the last sentence must not begin with "It". It must read "The El Rancho Simi Pioneer Cemetery".

2. To page 1, ARTICLE II, 1. BOARD OF TRUSTEES, end of third paragraph, change "Special District Cemetery Laws" to read "Public Cemetery District Law". Then too, change "Section 8890-9010" to read "Sections 9000-9093", or trustee Powers "Sections 9040-9056".
3. To page 3, the sentence in the middle of the page, add the words "ad hoc advisory" between "establish the following" and "committees..." To ARTICLE IV, 1. MEETINGS, give a breakdown of the different types of meetings allowed by the Brown Act.

Examples:

- \* Regular Meeting - Post at least 72 hours before the meeting, etc.
  - \* Special Meeting - Post at least 24 hours before the meeting, etc.
  - \* Emergency Meeting - Post at least 24 hours, if possible, etc.
4. The second paragraph on Page 4 regarding what constitutes a quorum must be rewritten.
  5. To page 5, the Use of Cemetery Space paragraph, change "schedules" to "fees" or "price list(s)". To the end of this paragraph change "cemeteries" to read "cemetery". To the last sentence of "2)" the information must reflect the changes that have been made to the types of vaults currently used. The last words of "3)" state "as set forth in Paragraph 10". I did not find this information. To Fees and Charges, "2)", change "Schedule 'A'" to read "Price List". Also, change "Offices" to "Office".
  6. To top of page 6, "2)", change "cemeteries" to read "cemetery".
  7. It is stated on page 7, "3)", that "No grave...as set out in Section 18 hereof". This information is nowhere to be found.
  8. Top of page 8, "6)", the sentence reads "The District reserves and shall have the right to correct ant errors..." Change "ant" to "any".

Members of the Board, glad to see that the Website's implementation (Agenda Item 10g) is once again agendized. I can't wait for it to be up and running.

With regards to Agenda Item 11 (NEW BUSINESS), b (Current Price List...Possible Vote to Change One or More Prices), this item must also be continued to give Trustee Christine Kitchenmaster ample time to review and comment on.

Members of the Board, now that the Board has 4 members, with regards to Agenda Item 11c there will be no need for two of you to be holding more than one position which is in violation of California Government Code Section 9028 (b) which states that "No trustee shall hold more than one office".

Members of the Board, for future meetings' Agendas, please have the ADA, Judicial Review, and the Public Access to Board Packets information in larger font size. I ask that the same be done for the Closed Session information in the parenthesis. All information must be reader friendly.

Members of the Board, I request copies of the following District records: 1. the December 30, 2016 letter that you have agendized under Item 11g; 2. the December 1, 2016 Board meeting Agenda; and 3. the cancellation notice of the January 11, 2017 Board meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Teresa Jordan".

Teresa Jordan

3152 Shad Court  
Simi Valley, CA 93063  
December 14, 2016

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Agenda Items 4, 5.a) and b), and 6.

Dear Members of the Board:

With regards to Agenda Item 2 ROLL CALL, in my November 16, 2016 letter I brought up the California Public Cemetery District's Code section which states that trustees can't have more than one position on the Board. I also asked if you have an exception to that State law. I again ask do you have an exception to that California Government Code section. If you are exempt then please let me know. If you are not, then how much longer will Trustees Pandolfi and Burdorf hold two positions on the Board?

As far as the Minutes are concerned, the documentation must be available when the Agenda and Draft Minutes are posted, or at the least be made available 48 hours, if the 72 hours is impossible to comply with, before the meeting of the Board is called into order. Since I don't want to impose further on Juanice by going to her home to pick up my requested copy of the Board's meeting Agenda, nor waiting until the meeting to get an official copy, I have for now put together 3 self-addressed stamped envelopes in order to receive the documents in a timely manner.

Members of the Board since your November 16, 2016 Board meeting discussion to have mourners set up the tent and chairs at the burial site concerned me, I met with Mrs. Pat Havens. She prefers that mourners be charged for this service in the burial fee. Thank you. Merry Christmas.

Sincerely,

Unsigned  
Teresa Jordan 9/28/2017

Teresa Jordan

3152 Shad Court  
Simi Valley, CA 93063  
November 16, 2016

El Rancho Simi Cemetery District  
Board of Trustees  
c/o Juanice Neal, Cemetery Manager  
1461 Thompson ~~Road~~ Lane  
Simi Valley, CA 93065

Re: Agenda Items 2 (Roll Call), 4 (Public Statements),  
5 (Approval of Minutes), 6 (Administrative Reports), and  
12b (New Business, By-laws).

Dear Members of the Board:

It is stated under California Health and Safety Codes 9028(a) and (b) that "...in the case of an existing district not later than the first meeting of every calendar year, the board of trustees shall elect its office...No trustee shall hold more than one office". Due to the turnover of board members you have had the flexibility to deal with the subject of elections. Now since two of you hold more than one position on the Board, do you have that same flexibility without violating State law?

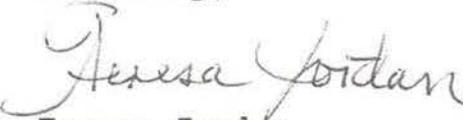
With regards to the approval of the minutes for the Board's meetings of August 10, and October 21, 2016, did all of you have on hand those draft documents before today's meeting? As a member of the public, I am greatly concerned that these documents are not available for review in a timely manner. Lack of review of the minutes of the August 10, 2016 meeting are especially of concern since at the October 21, 2016 meeting the Board decided to use my typed notes as a template.

Members of the Board, the absence of an oral presentation for the administrative report calls District and cemetery transparency into question in light of the fact that the public doesn't receive copies of such documents. We must not be kept in the dark. Also, the agenda under this item must include the cemetery manager's name. Cemetery manager Juanice Neal deserves to be recognized.

As far as agenda item 12b(New Business, By-laws) is concerned, the item should have stated whether it was a discussion, or a discussion and possible vote. Absent such wording I ask that the item be discussed and any possible vote be postponed until the next meeting. I had researched the matter of cemetery districts by-laws months ago. I found that if the by-laws that you have reviewed or will review fall short of what we need for the El Rancho Simi Cemetery District Board. The public must have the opportunity to give input on this very crucial subject.

Members of the Board, at the October 21, 2016 meeting I mentioned the issue of me receiving copies of the Board meetings documents, I mentioned the message that I left on Trustee Pandolfi's phone. She stated that she had not it. I have typed my notes from the conversations and messages between Trustee Pandolfi and myself to show that I had indeed followed through. I have been very patient. I have dealt with many a trying situation that has affected the District Board, and the Cemetery. But, when my credibility is called into question, I must speak up. So, in the future, I would appreciate it very much if at least by the Monday before a Wednesday Board meeting I get a call over the distribution in a timely manner of the agenda and draft minutes of the next meetings whether a trustee, or the cemetery manager oversees their distribution, and I will pick up a copy of the Board meeting's packet. Happy Thanksgiving to all of You. Thank you.

Sincerely,

  
Teresa Jordan

October 16, 2016 - Telephone call from Trustee Pandolfi -  
Sunday.

1:46 PM - Trustee Pandolfi called. Jest of conversation -  
We talked about the District meetings since she  
left the Board. We discussed the June, July and  
August(2016) meetings. Trustee Pandolfi said the  
Agenda is done. She does not have me down on the  
list(of contacts) given to her by Leigh-Anne. I  
don't e-mail. My husband has one, but is for  
business. Trustee Pandolfi is in Seattle with  
her family. She'll be back Tuesday. I gave her  
a rundown on the July(No Quorum) discussion  
meeting. She not being at home, and me not being  
at my desk, I could not be sure if I submitted  
letters for all 3 meetings. I told her about the  
family tree(in the cemetery Section 6?) decision.  
Trustee Pandolfi said that was an administrative  
matter. I told her that once the family say  
would pay for the work, trustees Herron and  
Burdorf agreed to have the matter taken care of.  
Leigh-Anne made sure everything was documented.  
The work was great on the damage(Pioneer, or  
Section 6, or Section 3, bench, tiles, and tree).  
I mentioned my August(2016) meeting's notes; I  
had given copies of them to the Trustees at the  
September(2016) meeting. I explained that  
Ventura County Deputy DA Frye(?) had called me.  
He didn't say too much. Trustee Pandolfi asked  
if he called about the litigation, or Brown Act  
violations. She said he deals with Brown Act  
matters. I could not remember, and I did not  
have my notes at hand. I said that I had  
e-mailed him a copy of my notes. I said that  
days later I went to the County DA's office to  
take a corrected copy that's why the trustees  
copies say "Corrected". Trustee Pandolfi said  
that her husband and she will be getting polling  
training. I am to put together a packet of  
copies of my June, July, and August(2016)  
letters, and a copy of my August 2016 meeting  
notes for her to pick up on Tuesday October 18,  
2016 after 12:00 PM. I gave her directions to my  
house. I asked her if the next meeting is  
October 21<sup>st</sup>, 10:00 AM. Trustee Pandolfi, yes.

3152 Shad Court  
Simi Valley, CA 93063  
October 21, 2016

El Rancho Simi Cemetery District  
Board of Trustees  
c/o Leigh-Anne Harrison-Bigbie,  
Cemetery Manager  
1461 Thompson Lane  
Simi Valley, CA 93063

Re: Agenda Item 4(Public Statements).

Dear Members of the Board:

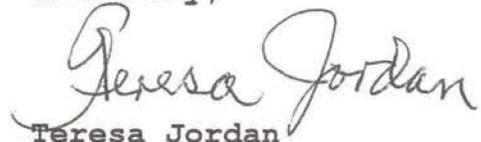
With regards to Agenda Item 5a(APPROVAL OF MINUTES, as far as the "No Meeting for July 2016 - No Quorum" subject, how is the decision by then Chairperson Herron and Trustee Burdorf to allow the tree damage repair work on the Section 6 cemetery gravesite going to be documented? I know that Leigh-Anne said the work went without a hitch and there is documentation to that effect.

As far as the Minutes of the June 8, 2016 meeting, I already made my comments known in my July 13, 2016 letter submitted to the Trustees previously.

As far as the Minutes of August 10, 2016, and the September 14, 2016 meetings, I did not receive them in the mail, nor did I hear from Chairperson Pandolfi, nor did I hear from Leigh-Anne if I should pick up the documents at the cemetery office, or elsewhere. This is not excusable. The public should not have to take a backseat for anything.

With regards to today's meeting Agenda, please note that this morning I went to City Hall in order to hand write what you would be undertaking. This is why you must ASAP agendize the cemetery website to keep the public informed. I have comments on other items but time has run out.

Sincerely,

  
Teresa Jordan

My Copy

3152 Shad Court  
Simi Valley, CA 93063  
September 14, 2016

El Rancho Simi Cemetery District  
Board of Trustees  
c/o Leigh-Anne Harrison-Bigbie,  
Cemetery Manager  
1461 Thomson Lane  
Simi Valley, CA 93065

Re: Agenda Item 4 (Public Comments), ~~and 7b (Moratorium on Plot Sales)~~.

Dear Members of the Board:

First, I want to say thank you to trustee Pandolfi for once again volunteering to sit on the Board.

With regards to Agenda Item 2. ROLL CALL, Trustee William's last name must be changed to read "Saunders".

As far as Agenda Item 3. AGENDA REVIEW is concerned, thank you for the latest Agenda format. Please note that the Items numbering sequence is incorrect. There are two number 7 Agenda Items. The Agenda Items numbering order must be corrected. Also, the ADMINISTRATIVE REPORTS "a" and "b" were not listed. Cemetery Manager Leigh-Anne Harrison-Bigbie's report must be included. After the August 8, 2016 meeting I think that she was as busy if not busier than what you and I have witnessed from her reporting at your past Board meetings. The cemetery maintenance/landscaping contractor's report must also be included in light of the fact that the Vision Landscape Contract is on today's Agenda (Item 7. NEW BUSINESS "e"). Everyone must know how well or not the business is doing the job it was hired to do before continuing or ending the contract for those services.

Members of the Board, when I read Agenda Item 5. APPROVAL OF MINUTES, I was shocked with the statement "Past Meeting Minutes are not available at this time; Vote to continue item to the October 2016 Meeting Agenda". I can understand continuing the August 8, 2016 meeting Minutes to October 2016 though it should really be for an unspecified

time since trustee Burdorf mentioned at the August ~~8~~<sup>10</sup>, 2016 Board meeting that she would not be here in October. Because the June 8, 2016 meeting Minutes were prepared and distributed for the July 13, 2016 Board meeting, they should have been agendized for today's meeting. I had volunteered at the August ~~8~~<sup>10</sup>, 2016 meeting to make my copy available for copying, but former Chairman Herron moved to continue them to today's meeting. Again their continuance to October makes no sense in light of trustee Burdorf's August ~~8~~<sup>10</sup>, 2016 comment of not being here in October. I have enclosed with this letter a copy of my typed notes of the August ~~8~~<sup>10</sup>, 2016 Board meeting.

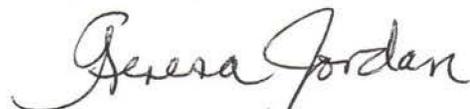
Members of the Board, with regards to Agenda Item 7. NEW BUSINESS "a)" (Election of Officers), at the May 11, 2016 Board meeting I stated that I preferred that trustee Pandolfi continued as Chairperson. I felt that the new trustees needed more time to come up to speed, and trustee Burdorf had been and was overseeing the District's and the cemetery's fiscal health (yearly budget, and audits). I prefer once more that trustee Pandolfi chair your meetings.

As far as Agenda Item 7. NEW BUSINESS "b)" (Moratorium on Plot Sales) is concerned, I am opposed to the item. Last time this occurred because of the problems with the burial records. Even though former Chairman Herron is no longer on the Board he did not want to stop this source of ~~income~~<sup>revenue</sup>.

With regards to Agenda Item 7. NEW BUSINESS "f" (Employee Manual), when was this document implemented?

On the issue of Agenda Item 7. CLOSED SESSION "b" (Interviews with Candidates - Cemetery Manager Position), will you be doing background checks on the potential candidates before you fill the position? Thank you.

Sincerely,



Teresa Jordan

MEETING OF THE EL RANCHO SIMI CEMETERY DISTRICT BOARD  
August 10, 2016  
Teresa Jordan Notes

I got to Supervisor Foy's office about 12 minutes to 3:00 PM. I asked Chad if I could go into the Conference Room. He gave me the go ahead. I got all of my paperwork (letters, Agendas, Minutes) organized for the meeting.

A few minutes later, Trustee Burdorf came into the office. I asked her about her family Genealogy work. She has not done anything for months. I said neither have I. She will put off any work on her family Genealogy until next year. I said good point, I'll do the same with mine.

A few minutes later, Chair Herron came into the office.

Before the meeting Trustee Burdorf and Chair Herron talked about Acorn, Craig List ad for filling Leigh-Anne Harrison-Bigbie's position. Burdorf mentioned the Acorn and Craigs List being used to previously fill in the Cemetery Manager's position. She does not want to use Facebook. Burdorf wants to get good candidates for the job. Chair Herron said he would handle the ad (but this is a Board decision to make in an Agendized quorum meeting!).

Chair Herron said Gavin has to be moving out of the house (Cemetery office/residence) since he is not doing the work (due to back surgery & disability [recovery]) that the Board had hired him to do and doing that job is contingent upon his living at the house. With someone else doing his work means they (the Board of Trustees) are paying double!!!

The Chair asked me if I had extra copies of my July (2016) letter so this way I don't have to read it during the meeting. He doesn't want to point out her (LH's) mistakes. I said I have let mistakes such as a missing "a" or "the" or other minor mistakes pass at the beginning of this year, January to March, when I returned after being gone from October to December (2015), but since the auditor needs documents I could not let mistakes pass on because Board members are not catching them. I told the Chair that I had called Leigh-Anne in order to have the corrections made. I said I would be reading my letter.

My Copy

3152 Shad Court  
Simi Valley, CA 93063  
August 9, 2016

El Rancho Simi Cemetery District  
Board of Trustees  
c/o Leigh-Anne Harrison-Bigbie,  
Cemetery Manager  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Board Meeting of August 10, 2016 - Agenda Item 4.

Dear Members of the Board:

Because the July 13, 2016 Board meeting turned into a discussion one, I will read my July 13, 2016 letter into the record at the end of this new letter.

Members of Board, the public comments during the non-quorum July 13, 2016 Board meeting left no doubt in my mind that it is high time that the district/cemetery website was up and running. While it is always refreshing to have other members of the public present at your meetings, the public comments spoke loud and clear that more needs to be done to involve the community. Granted you have been extremely busy putting out legal, financial, Board turnover, and other types of fires, and you have done so with the utmost speed and professionalism. For which I have been and am very grateful, and proud of. But, the time has come for you to make public outreach a top priority by listing the website as an Agenda item for your September 14, 2016 meeting.

I also kindly request that you list on the Agenda for your September 14, 2016 meeting the Agenda format. In my July 13, 2016 letter, I covered the issue of two Board meeting times. Because the Ventura County Board of Supervisors meeting Agenda format has been the example, then I request that the starting time for your meetings be listed at the top of your Agenda's first page, and list closed and open sessions with their respective starting times at the bottom of the same page beginning with your September 14, 2016 meeting Agenda. Your meetings Agenda format is supposed to inform the public, not to confuse it.

Members of the Board, your Agenda format must also have the Approval of Minutes listed separately. According to the August 2, 2016 Ventura County Board of Supervisor's meeting Agenda, under number 7 Consent Agenda Items, it is stated "Review and approve unless an item is pulled for separate action by the Board and moved to the Regular agenda for consideration. Consent items are to be routine and non-controversial. All items are approved as recommended without discussion."

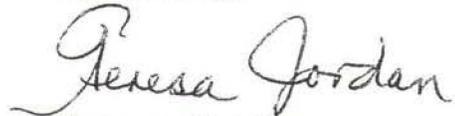
I kindly request that your By-laws be Agendized for your September 14, 2016 meeting.

With regards to today's meeting Agenda, under "3) AGENDA REVIEW: a) Notice to Public", please change the word "Chair" to "Board" since any changes to the Agenda are approved by a vote of the majority of the members (Page 1).

I am so glad that your meetings are finally being conducted without everyone speaking at the same time during your discussions of Agenda items. Just please be consistent at the beginning of your meetings by mentioning that comments will be allowed during the Agendized items.

Though I am extremely saddened that Leigh-Anne has tendered her resignation as Cemetery Manager, I thank God that years ago you approved the taping of your quorum meetings. Knowing Leigh-Anne and her family has been a pleasure and an honor.

Members of the Board, Leigh-Anne's overwhelming passion for the families, her tackling of the cemetery records' problems with such professionalism, the countless hours she devoted to her various responsibilities as your employee, and the numerous ideas that she has brought up have been priceless, and have helped tremendously to preserve the future of the cemetery, as well as lightened considerably the burdens upon your shoulders. May God Bless All of Us.

Sincerely,  
  
Teresa Jordan



3152 Shad Court  
Simi Valley, CA 93063  
June 6, 2016

El Rancho Simi Cemetery District  
Board of Trustees  
c/o Leigh-Anne Harrison-Bigbie,  
Cemetery Manager  
1461 Thompson Lane  
Simi Valley, CA 93063

Re: Board of Trustees June 8, 2016 Agenda.

Dear Members of the Board:

After reading through the Agenda for your June 8, 2016 meeting, I am writing to convey the following comments for your consideration because the June 8<sup>th</sup> Agenda sentence under item 8 PUBLIC STATEMENTS "a) Time allotted for public comments on items which are not on the Agenda" violates the public's sovereignty under the Ralph M. Brown Act. I do not make this statement lightly.

Members of the Board, for 30+ years I have read numerous City Council (Simi Valley, Thousand Oaks, and Moorpark), Planning Commission (Simi Valley), Neighborhood Councils (Simi Valley), Youth Council (Simi Valley), Ventura County Board of Supervisors, Ventura LAFCO, Simi Valley Unified School District, Rancho Simi Recreation and Park District, and Simi Valley Public Cemetery District/El Rancho Simi Cemetery District meetings' agendas. Through the years I have seen changes made to the local agencies' meetings' agendas and had no problems because the CA Government Codes were followed. Even though our State's laws give you as an independent agency Board a lot of control over your own governance, your June 8, 2016 meeting Agenda does not comply with the CA Government Codes.

It is good that your June 8, 2016 meeting's new Agenda format borrowed ideas from the City of Simi Valley's City Council meetings' Agenda format, and the County of Ventura Board of Supervisors meetings' Agenda format, but the new changes must reflect State codes as follows (one of several options to the Board):

## AGENDA

- 1) CALL TO ORDER - 3:00 p.m. (CLOSED SESSION) .
- 2) ROLL CALL.
- 3) PUBLIC STATEMENTS.
  - a) Time allotted for public comments on Closed Session items only.
- 4) CLOSED SESSION.
  - a) Conference Call with Legal Council.
- 5) CLOSED SESSION REPORTS.
- 6) ADJOURNMENT OF CLOSED SESSION.
- 7) CALL TO ORDER - 3:30 p.m. (OPEN SESSION) .
- 8) AGENDA REVIEW.
  - a) Notice to Public: Changes to the Agenda may be made, as necessary, by a vote of the majority of the Board of Trustees.
- 9) DECLARATION OF CONFLICT.
  - a) If any member of the Board has a Conflict of Interest or any reason why that member must abstain from consideration of any matter on this agenda, he or she should declare at this time.
- 10) PUBLIC STATEMENTS.
  - a) Time allotted for public comments on District Agenda and non-agenda items.
- 11) MINUTES.
  - a) Approval of the Minutes of May 11, 2016.
- 12) WARRANTS.
  - a) Presentation of invoices and checks for signature.

## 13) OLD BUSINESS.

- a) Discussion and Vote to Abolish the Petty Cash Fund.
- b) Discussion and Vote on the Company Credit Card.
- c) Discussion and Vote on the Bank Accounts.
  - i) Trustees Signatures - Wells Fargo Bank.
  - ii) Opening New Account(s) - Ventura County Credit Union, and US Bank.

## 14) ADMINISTRATIVE, TRUSTEE, and COMMITTEE REPORTS.

- a) Monthly Activity Report by Cemetery Manager, Leigh-Anne Harrison-Bigbie.
  - i) Staff Report ATTACHED.
- b) Monthly Activity Report by Cemetery Caretaker/Gravedigger Gavin Fisher.
  - i) Staff Report ATTACHED.
- c) Treasurers Report and Audit Update; Trustee Burdorf - 5 minutes.
- d) Forms Committee Report; Trustee Herron - 5 minutes.
- e) HP Committee Report; Trustee Herron and Trustee Esparza - 5 minutes.

## 15) NEW BUSINESS.

- a) Discussion and Vote on Administrative changes.
- b) Discussion on the Auditor's Concerns.
- c) Discussion and Vote on several new forms.

## 16) COMMENTS BY TRUSTEES.

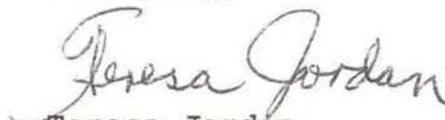
## 17) CORRESPONDENCE.

## 18) ADJOURNMENT.

Members of the Board, I have no problem with the new listing of the meeting information, and Trustees names at the top of the Agenda page (Page 1), nor with the listing of the public information in the middle of the page. I also have no problem with the change to the information on the Board's next meeting date (bottom of page 3).

Members of the Board, I type my letters in bold print. Please excuse the Agenda not depicting the non-bold printed information. Thank you.

Sincerely,

  
Teresa Jordan

3152 Shad Court  
Simi Valley, CA 93063  
May 11, 2016

El Rancho Simi Cemetery District  
Board of Trustees  
1461 Thomson Lane  
Simi Valley, CA 93065

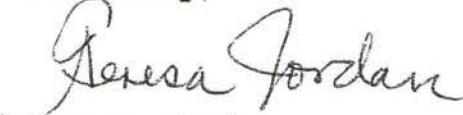
Re: Agenda Items 4(Public Comments), 5(Approval of Minutes), 8.a(Election of Officers), and 8.d(Plot Sales).

Dear Members of the Board:

With regards to Agenda Item 5, the Minutes of April 13, 2016, at the bottom of Page 3 the sentence "On March 28<sup>th</sup>, as Grace Ruiz was being lowered into the grave..." should read "as Grace Ruiz's casket was being lowered..." Also, the sentence "Gavin Fisher...was able to, along with the help of funeral directors a Rose Family Funeral Home, lower the vault..." should read "with the help of funeral directors from Rose Family Funeral Home..." On top of Page 4, first paragraph, second to last sentence, it is stated "...18" of earth between the vault and the ground leve." Change "leve" to "level". Same page, number 5, the fourth sentence states "Stat Fund workers..." It should read "State Fund..." Page 6, under b, the third paragraph, to all sentences change "ATT" to read "AT&T". To number 12.b, on Page 7, change "Simi Valley Public Cemetery" to read "El Rancho Simi Cemetery District is a private entity..." Also, the sentence "It is not answerable to..." must read "The El Rancho Simi Cemetery District Board is not answerable to..."

With regards to Agenda Item 8.a, my preference is that you postponed to electing officers until January 2017. And, regarding Agenda Item 8.d, the long term operation of the cemetery should rely on a "Minimum" sale of 20 plots.

Sincerely,

  
Teresa Jordan



# OFFICE OF THE DISTRICT ATTORNEY

COUNTY OF VENTURA, STATE OF CALIFORNIA

**GREGORY D. TOTTEN**  
District Attorney

**JANICE L. MAURIZI**  
Chief Assistant District Attorney

**MICHAEL K. FRAWLEY**  
Chief Deputy District Attorney  
Criminal Prosecutions

**W. CHARLES HUGHES**  
Chief Deputy District Attorney  
Administrative Services

**MICHAEL R. JUMP**  
Chief Deputy District Attorney  
Victim & Community Services

**MICHAEL D. SCHWARTZ**  
Special Assistant District Attorney  
Justice Services

**R. MILES WEISS**  
Chief Deputy District Attorney  
Special Prosecutions

**MICHAEL BARAY**  
Chief Investigator  
Bureau of Investigation

December 30, 2016

Ms. Cynthia Pandolfi  
Chairperson, Board of Trustees  
El Rancho Simi Cemetery District  
1461 Thompson Lane  
Simi Valley, CA 93065  
BY MAIL AND FACSIMILE (805) 583-8081

Ms. Juanice Neal  
Manager  
El Rancho Simi Cemetery District  
1461 Thompson Lane  
Simi Valley, CA 93065

Re: Brown Act Cease and Desist Letter

Dear Ms. Pandolfi and Ms. Neal:

Pursuant to Government Code section 54960.2, subdivision (a), the Ventura County District Attorney hereby submits this cease and desist letter to the El Rancho Simi Cemetery District with respect to the Brown Act violation discussed below. To avoid legal action, you must respond as described below within 30 days of receiving this letter.

## AGENDA VIOLATIONS

On October 12, 2016, Cynthia Pandolfi, Chairperson, Board of Trustees, sent a letter to Gavin Fisher entitled NOTICE PER EMPLOYMENT CONTRACT TO VACATE PREMISES. The letter states that the position of Cemetery Caretaker has been "dissolved," that the resignation of his mother, Leigh-anne Harrison-Bigbie, as Cemetery Manager, also constituted the resignation of Gavin Fisher as Cemetery Caretaker, that his services as Cemetery Caretaker were no longer needed, and that he must vacate the premises by November 1, 2016.

Ms. Cynthia Pandolfi  
Ms. Juanice Neal  
December 30, 2016  
Page 2

I spoke with counsel for the District, Brian Pierik, to determine whether the Board had authorized the above actions. He referred me to the Agenda for the meeting of September 14, 2016, item 7(b), which states simply, "Interviews with Candidates – Cemetery Manager Position." He also provided me with the Minutes for that meeting, which states for item 7(b):

Cemetery Manager Leigh-anne Harrison-Bigby resigned with a termination date of October 31, 2016. She and Caretaker Gavin Fisher will vacate the Cemetery Residence premises by October 31, 2016. Formal notice to vacate will be given per their respective contracts. Interviews for the position of Cemetery Manager only (no Caretaker) with selected candidates were conducted.

Mr. Pierik's position is that interviewing candidates for the Cemetery Manager position, as a result of Ms. Harrison-Bigby's resignation, is so interrelated with the termination of Mr. Fisher as Caretaker, the elimination of that position, and his vacating the premises, as to make the agenda description adequate for purposes of the Brown Act. While I agree that there is a connection between these issues, it is my conclusion that the agenda description did not provide adequate notice and is in violation of the Brown Act.

The Brown Act requires that an agenda be posted "containing a brief general description of each item of business to be transacted or discussed at the meeting." (Gov. Code, § 54954.2(a)(1).) "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3." (Gov. Code, § 54954.2(a)(2).) A vote constitutes "action taken." (Gov. Code, § 54952.6.)

"A brief general description of an item generally need not exceed 20 words." (Gov. Code, § 54954.2(a)(1).) However, "it is imperative that the agenda of the board's business be made public and in some detail so that the general public can ascertain the nature of such business." (*Carlson v. Paradise Unified School District* (1971) 18 Cal.App.3d 196, 200 [agenda description "Continuation school site change" was inadequate to notify the public that the school board was considering discontinuing elementary education at a school].) The "safe harbor" agenda language of section 54954.5 provides for separate descriptions for PUBLIC EMPLOYEE APPOINTMENT and PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.

The public would not reasonably interpret an agenda item for "Interviews with Candidates – Cemetery Manager Position" to encompass a vote on termination of an employee in another position, the elimination of that position, or an order that that person vacate the premises. While the Manager position has historically included occupancy of the residence as part of the compensation, other arrangements, timing, etc., could be possible. The Cemetery Manager and the Cemetery Caretaker each had their own employment/occupancy agreement. Each was at will, with two weeks' notice, and each included occupancy in the Cemetery Residence as part of

Ms. Cynthia Pandolfi  
Ms. Juanice Neal  
December 30, 2016  
Page 3

the compensation package. Neither agreement was contingent upon the employment of the other person.

### **CEASE AND DESIST DEMAND**

Pursuant to Government Code section 54960.2, the District Attorney hereby demands the Board of Directors of the El Rancho Simi Cemetery District cease and desist from the following:

Undertaking action or discussion on any item unless it appears with a brief general description on the posted agenda, except as specifically authorized by law.

The Board may respond within 30 days of receiving the letter (Gov. Code, § 54960.2, subd. (b)) or “elect[ ] to respond to [this] cease and desist letter with an unconditional commitment to cease, desist from, and not repeat the past action[s] that [are] alleged to [have] violate[d] this chapter.” (Gov. Code, § 54960.2, subd. (c)(1).) The format for such a commitment is laid out in section 54960.2, subdivision (c)(1). The unconditional commitment must be approved by the Board in open session at a regular or special meeting as a separate item of business. (Gov. Code, § 54960.2, subd. (c)(2).) The board need not admit that a violation occurred; an “unconditional commitment shall not be construed or admissible as evidence of a violation.” (Gov. Code, § 54960.2, subd. (c)(1) and (4).)

### **PRIOR VIOLATIONS**

Unfortunately, this is not the first time I have had to contact the El Rancho Simi Cemetery District regarding Brown Act violations. On November 22, 2013, I wrote noting that officers were elected at the meeting of October 25, 2013, without the election being noticed on the agenda, and demanded a cure for that violation. The violation was later cured by vacating the election. In that letter, I also warned that agenda descriptions such as “Legal Issues” were inadequate, that the agenda did not include opportunity for public comment, that items such as purchase of flooring and review of the “household account” were not legally authorized to be heard in closed session, that a special meeting was called improperly, and that an unlawful serial meeting occurred. I offered to conduct training on the Brown Act, and did so at the meeting of December 11, 2013.

On December 5, 2013, I wrote a cease and desist letter for another serial meeting. The Board responded on January 8, 2014, committing to cease and desist from such conduct.

On January 10, 2014, I wrote again to demand cures of two violations of the Brown Act: approval of the response to my cease and desist letter, and rescission of the election of officers, without agendizing these items. These violations were cured as noted in your letter of February 13, 2014.

Ms. Cynthia Pandolfi  
Ms. Juanice Neal  
December 30, 2016  
Page 4

I recognize that these prior violations were some three years ago. I also recognize that the Board has had significant turnover and has confronted a number of difficult issues in recent years. Frankly, if the prior violations had been more recent, I would be filing a lawsuit right now. I am hopeful that the Board will be in compliance with the Brown Act and that no further action by this office will be necessary.

Thank you for your attention to this matter. If you have any questions or concerns, my direct number is (805) 654-2719.

Very truly yours,



MICHAEL D. SCHWARTZ  
Special Assistant District Attorney

Enclosures

cc: Brian A. Pierik (BPierik@bwslaw.com)  
Gavin Fisher (inkworkscsp@gmail.com)

CITY OF SIMI VALLEY  
MEMORANDUM

SUPPLEMENTAL  
AGENDA ITEM NO.  
6B

August 21, 2017

**TO:** City Council

**FROM:** Department of Environmental Services

**SUBJECT:** A PUBLIC HEARING TO CONSIDER ROYAL CORTO SPECIFIC PLAN AMENDMENT (SP-S-8 AMD#2) TO ALLOW A RESIDENTIAL CARE FACILITY IN THE RESIDENTIAL LOW (RL) ZONE WITH A CONDITIONAL USE PERMIT, CONDITIONAL USE PERMIT (CUP-S-800) TO CONSTRUCT A 92-BED RESIDENTIAL CARE FACILITY LOCATED ON ROYAL AVENUE, 600 FEET EAST OF CORTO STREET, AND ADOPTING THE PROJECT'S MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING PLAN; INTRODUCTION OF AN ORDINANCE AND ADOPTION OF A RESOLUTION

Subsequent to preparation of this staff report, two pieces of correspondence were received and are attached herewith.



\_\_\_\_\_  
Peter Lyons, Director  
Department of Environmental Services

Prepared by: Vern Umetsu, Senior Planner

**INDEX**

Page

Attachment A – Theresa Jordan correspondence, received August 18, 2107..... 2  
Attachment B – Theresa Jordan correspondence, received August 21, 2107..... 20

*City Clerk's Office*

2

ATTACHMENT A

1

RECEIVED  
CITY OF SIMI VALLEY

2017 AUG 18 PM 3:08

Simi Valley, CA  
August 18, 2017

OFFICE OF CITY CLERK  
BY *Julia Dritz*

Simi Valley City Council  
c/o Mr. Eric Levitt, City Manager  
Simi Valley City Hall  
2929 Tapo Canyon Road  
Simi Valley, CA 93063

Re: Agenda Item 6B(A public hearing to consider Royal Corto Specific Plan Amendment(SP-S-8 AMD#2) to allow a Residential Care Facility in the Residential Low(RL) Zone with a Conditional Use Permit, Conditional Use Permit(CUP-S-800) to construct a 92-bed Residential Care Facility located on Royal Avenue, 600 feet east of Corto Street, and adopting the project's Mitigated Negative Declaration and Mitigation Monitoring Plan; introduction of an ordinance and adoption of a resolution).

Dear Members of the Council:

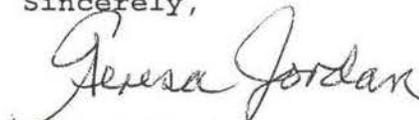
Already I have made many comments in my July 26, 2017 letter to the Planning Commission(August 21, 2017 Staff Report, Exhibit 3 - Late Correspondence) as to why I am in opposition. In this letter I am expanding my comments on the Planning Commission's approved Res. No. 2017-34 Royal Corto Specific Plan Amendment(SP-S-8 AMD#2)'s CUP-S-800's Condition \*D-2 (August 21, 2017 Staff Report, FIRE ACCESS easement page 30), and SCHEDULE B DOCUMENTS/EASEMENTS number 4(August 21, 2017 Staff Report, page 14).

Members of the Council, the sloping areas adjacent to the former Griffin Homes "Greenbriar" housing tract(4125-1) had in almost all locations retaining walls, wrought iron fencing, and an irrigation systems(PVC?). I did not see such a plan for the strip of slope adjacent to this proposed development project. These improvements may have been Griffin Homes housing tract conditions to be included in the Landscape District No. 1 Zone 83(Tract 4125)'s Fund, or belong to the Landscape District, or belong to a private property owner(s). Before any changes are approved for the Royal Corto Specific Plan this information must be known. Whoever is the rightful owner(s) of that sloping area, the

retaining walls, wrought iron fencing, and irrigation systems must correct the broken, and missing irrigation system, and include an irrigation system, and wrought iron fencing on the slope adjacent to the proposed project since the Fire Access easement is going to be "vacated". The "Greenbriar" housing tract homeowners and renters must be protected at all costs by a planned schedule of Ventura County Fire District visits to the neighborhood in light of the drought conditions, and missing and broken irrigation system(s). The project's applicant/developer is only proposing to construct a retaining wall at that location.

Members of the Council, the homeowners on Sleepy Hollow Street, Lamp Lighter Street, and Forest Avenue--who paid for the Fire Access easement through the Acquisition Phase --were defrauded when the City Council approved the Royal Corto Assessment District No. 89-1 by 3-0 instead of the required 4/5ths vote for the Griffin Homes "Greenbriar" housing tract(4125) on December 17, 1990. The City also violated the State of California's \$1,000,000 Grant which stipulated development agreements for the Griffin Homes "Greenbriar" and "Hopetown" housing tract projects--instead "Hopetown" was approved with a development agreement, and "Greenbriar" was approved with an assessment district. Now, the Fire Access easement is going to be "vacated". The "Greenbriar" housing tract was supposed to be an affordable project. That's why young families, senior citizens, the disabled, veterans, etcetera settled in the Royal Corto Specific Plan Tract No. 4125-1 project. Some sold homes to buy there; many families moved because of the fees. In FY 2017 the City will receive \$98,200 for running (administrative, and staffing costs) the fraudulent Royal Corto Assessment District. A "good faith effort", from you, is deserved by these constituents. Thank you.

Sincerely,

  
Teresa Jordan

Enclosures:

1990, Notice to Property Owners of Filing of Report  
of Assessment Engineer and of Hearing Thereon;

Royal Corto Assessment District No. 89-1 (Royal Corto); and EXHIBIT "A". (2 Pages)

1990, EXHIBIT "A" ASSESSMENT DIAGRAM ASSESSMENT DISTRICT NO. 89-1 (ROYAL CORTO) [Map].

1990, ASSESSMENT ROLL CITY OF SIMI VALLEY ROYAL CORTO ASSESSMENT DISTRICT NO. 89-1 WILLDAN ASSOCIATES PROJECT NO. 30654/3000. (6 Pages)

December 3, 1990, City Council Staff Report FORMATION OF ROYAL CORTO ASSESSMENT DISTRICT NO. 89-1, AND ADOPTION OF RESOLUTION MAKING CERTAIN FINDINGS, OVERRULING PROTESTS, CONFIRMING ASSESSMENTS AND ORDERING PROPOSED IMPROVEMENTS. (Pages 1, and 3)

December 17, 1990, City Council RESOLUTION NO. 90-143 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIMI VALLEY MAKING CERTAIN FINDINGS, OVERRULING PROTESTS, CONFIRMING ASSESSMENTS AND ORDERING PROPOSED IMPROVEMENTS FOR ASSESSMENT DISTRICT NO. 89-1 (ROYAL CORTO). (Pages 1 and 5)

February 13, 2003, State of California STREETS AND HIGHWAYS CODE SECTION 2930-2932--Section 2931.

February 9, 1988, State of California Grant Agreement for \$1,000,000. (1 Page)

OF FILING OF REPORT  
OF ASSESSMENT ENGINEER AND OF HEARING THEREON

Assessment No.:

Property Owner:

Address:

Assessor's Parcel Number(s):

NOTICE IS HEREBY GIVEN that on the 29th day of October 1990, the City Council of the City of Simi Valley adopted its Resolution of Intention, Resolution No. 90-128, declaring its intention to acquire and construct certain public improvements, as more particularly described and set forth in said Resolution, and briefly described in and set forth in Exhibit A attached hereto. On that same date, said City Council adopted its Resolution No. 90-128, giving preliminary approval to the report of the Assessment Engineer pertaining to Assessment District No. 89-1 (Royal Corto), which was prepared and submitted at the direction of the City Council by the Assessment Engineer for said assessment proceedings and containing the matters specified by Sections 2961(b) and 10204 of the California Streets and Highways Code.

NOTICE IS FURTHER GIVEN that the third day of December, 1990, at 6:30 p.m. at the Chambers of the City Council, City Hall, 2929 Tapo Canyon Road, Simi Valley, has been fixed as the time and place for the hearing of protests relative to said report of the Assessment Engineer and to the proposed acquisitions and improvements, the extent of said assessment district, and the proposed assessment described in said Assessment Engineer's report. Any interested person may object to the acquisitions and improvements, the extent of said assessment district, and to the proposed assessment by filing a written protest with the City Clerk at the aforesaid address at or before said time for said hearing. Such protest must contain a description of the property in which each signer is interested sufficient to identify the same, and if the signers are not shown on the last equalized assessment roll as the owners of such property, must be accompanied by written evidence that such signers are the owners of such property.

In the case of the public improvements which are to be acquired by the City of Simi Valley and which were financed with the proceeds of a loan secured by a mortgage or deed of trust upon any lands within the assessment district, the mortgagee or beneficiary under any such mortgage or deed of trust may also protest in the same manner and to the extent as the owner of such lands.

Any written or oral protest not made at the time and in the manner provided herein shall be deemed to be waived voluntarily by any person who might have made such protest and such person shall be deemed to have consented to the proposed acquisition and improvement, the extent of said assessment district, the proposed assessment and any other act, determination, or proceeding in which protest could be made.

Inquiries regarding the protest proceedings, the improvements, assessments, and all matters relating thereto may be directed to:

George T. Berg  
City Engineer  
City of Simi Valley  
2929 Tapo Canyon Road  
Simi Valley, CA 93063  
(805) 583-6700

The total estimated cost for the proposed improvements and acquisitions is \$5,144,095.55. There are no other unpaid special assessments levied against property within the assessment district.

The property identified above is included within the bounded of Assessment District No. 89-1 (Royal Corto), and the amount proposed to be assessed against your property is \$19,135.73. If the proposed assessment is confirmed, you may obtain a discount of approximately

## EXHIBIT "A"

CITY OF SIMI VALLEY, STATE OF CALIFORNIA  
Assessment District No. 89-1 (Royal Corto)

The work proposed to be financed through Assessment District No. 89-1 (Royal Corto) will be completed through the acquisition of existing improvements and multiple public improvement contracts. The general description of work consists of the construction of certain clearing, grubbing, grading, street improvements, landscaping, sewer system, storm drainage system, public utilities (including electricity and telephone services) and all appurtenances and appurtenant work to the specified widths and dimensions, and all such work is located in all or a portions of public easements, rights-of-way or public streets and described as follows:

ACQUISITION

Street Improvements: The widening of Royal Avenue. The construction of Corto Street from Royal Avenue 850 feet south, as well as the following streets: Sleepy Hollow Street, Forest Avenue and Lamp Lighter Street. Improvements include curbs, gutters, sidewalks, asphalt concrete roadway and fine grading, striping, signing, street lighting, utility improvements, landscaping and all related items of work and appurtenances.

Storm Drain Improvements: The construction of the backbone storm drains including 3,300 feet of storm drain pipelines ranging in size from 18 to 96-inches in diameter, reinforced concrete culverts, reinforced concrete channels, catch basins, junctions, manholes, inlet structures, outlet structures and all related items of work and appurtenances.

Sewer Improvements: The construction of sanitary sewers including 3,400 linear feet of sewer mains, manholes, laterals and appurtenances.

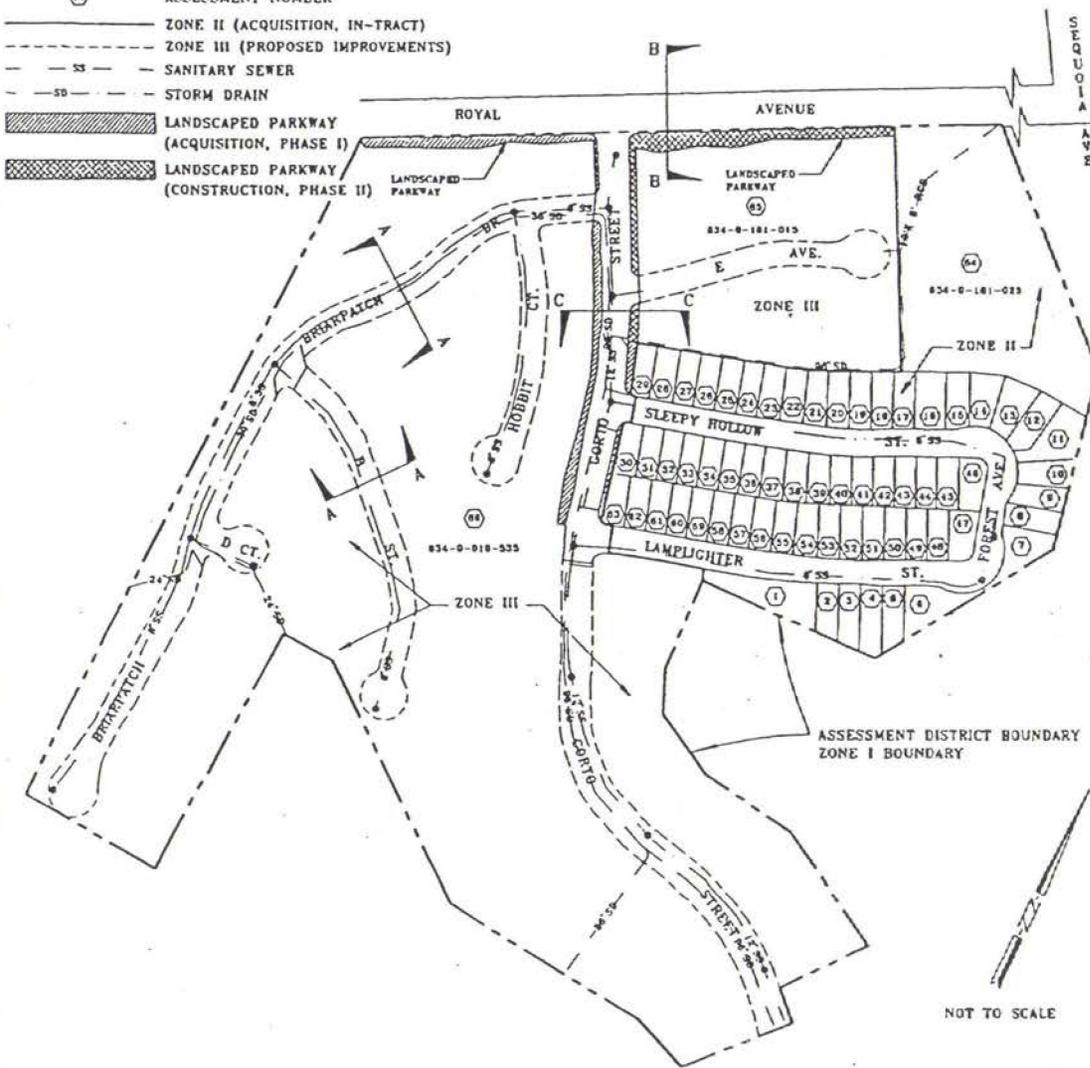
CONSTRUCTION

Street Improvements: The extension of Corto Street 920 feet south. The construction of Briarpatch Drive, Hobbit Court, streets tentatively called "B" Street, "D" Street, and "E" Street. Improvements include curbs, gutters, sidewalks, asphalt concrete roadway and fine grading, striping, signing, street lighting, utility improvements, landscaping, and all related items of work and appurtenances.

Sewer Improvements: The construction of sanitary sewers including 3,000 liner feet of sewer mains, manholes, laterals and appurtenances.

**LEGEND**

- ASSESSMENT DISTRICT BOUNDARY
- ZONE I BOUNDARY
- ⓪ ASSESSMENT NUMBER
- ZONE II (ACQUISITION, IN-TRACT)
- ZONE III (PROPOSED IMPROVEMENTS)
- S- SANITARY SEWER
- SD- STORM DRAIN
- ▨ LANDSCAPED PARKWAY (ACQUISITION, PHASE I)
- ▩ LANDSCAPED PARKWAY (CONSTRUCTION, PHASE II)



ASMT. NO.	ASSESSORS PARCEL NO.	ASMT. NO.	ASSESSORS PARCEL NO.	ASMT. NO.	ASSESSORS PARCEL NO.
1	834-0-181-215	23	834-0-181-095	43	834-0-182-165
2	834-0-181-503	24	834-0-181-086	44	834-0-182-175
3	834-0-181-293	25	834-0-181-075	45	834-0-182-185
4	834-0-181-283	26	834-0-181-066	46	834-0-182-196
5	834-0-181-275	27	834-0-181-055	47	834-0-182-205
6	834-0-181-266	28	834-0-181-045	48	834-0-182-215
7	834-0-181-256	29	834-0-181-036	49	834-0-182-226
8	834-0-181-245	30	834-0-182-015	50	834-0-182-235
9	834-0-181-235	31	834-0-182-025	51	834-0-182-245
10	834-0-181-226	32	834-0-182-035	52	834-0-182-255
11	834-0-181-216	33	834-0-182-046	53	834-0-182-266
12	834-0-181-205	34	834-0-182-055	54	834-0-182-275
13	834-0-181-195	35	834-0-182-066	55	834-0-182-286
14	834-0-181-186	36	834-0-182-075	56	834-0-182-295
15	834-0-181-175	37	834-0-182-085	57	834-0-182-305
16	834-0-181-165	38	834-0-182-095	58	834-0-182-315
17	834-0-181-155	39	834-0-182-105	59	834-0-182-325
18	834-0-181-145	40	834-0-182-116	60	834-0-182-336
19	834-0-181-135	41	834-0-182-125	61	834-0-182-345
20	834-0-181-126	42	834-0-182-135	62	834-0-181-925
21	834-0-181-115	43	834-0-182-145	63	834-0-181-915
22	834-0-181-105	44	834-0-182-155	64	834-0-018-535

NOTE: THE LINES AND DIMENSIONS OF EACH LOT OR PARCEL OF LAND ON THE DIAGRAM CONFORMS TO THOSE SHOWN ON THE VENTURA COUNTY ASSESSOR'S MAPS AND ARE INCORPORATED BY REFERENCE

**EXHIBIT "A"  
ASSESSMENT DIAGRAM**

**ASSESSMENT DISTRICT NO. 89-1  
(ROYAL CORTO)**

BEING A PORTION OF TRACT 4125-1  
RECORDED IN BOOK 111, PAGE 73 OF MISCELLANEOUS RECORDS  
A PORTION OF TRACT RANCHO SIMI  
RECORDED IN BOOK 3, PAGE 7 OF MISCELLANEOUS RECORDS  
IN THE CITY OF SIMI VALLEY,  
COUNTY OF VENTURA, STATE OF CALIFORNIA.



**WILLDAN**

SHEET  
2 OF 2

ASSESSMENT ROLL  
CITY OF SIMI VALLEY  
ROYAL CORTO  
ASSESSMENT DISTRICT NO. 89-1  
WILLDAN ASSOCIATES PROJECT NO. 30654/3000

PAGE 1

ASMT NUMBER	ASSESSOR'S NUMBER	OWNER'S NAME & ADDRESS	PRELIMINARY ASSESSMENT	CONFIRMED ASSESSMENT
1	634-0-181-315	3040 LAMPLIGHTER SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
2	634-0-181-305	3062 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
3	634-0-181-295	3068 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.76	\$19,135.76
4	634-0-181-285	3072 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.76	\$19,135.76
5	634-0-181-275	3078 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.76	\$19,135.76
6	634-0-181-265	3096 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
7	634-0-181-255	3075 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
8	634-0-181-245	1220 FOREST AVENUE SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
9	634-0-181-235	1234 FOREST AVENUE SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
10	634-0-181-225	1248 FOREST AVENUE SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
11	634-0-181-215	1262 FOREST AVENUE SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
12	634-0-181-205	1276 FOREST AVE SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
13	634-0-181-195	1290 FOREST AVENUE SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
14	634-0-181-185	3093 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74

			PAGE	2
ASMT NUMBER	ASSESSOR'S NUMBER	OWNER'S NAME & ADDRESS	PRELIMINARY ASSESSMENT	CONFIRMED ASSESSMENT
15	634-0-181-175	3087 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
16	634-0-181-165	3081 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
17	634-0-181-155	3075 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
18	634-0-181-145	3069 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
19	634-0-181-135	3063 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
20	634-0-181-125	3057 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
21	634-0-181-115	3051 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
22	634-0-181-105	3045 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
23	634-0-181-095	3039 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
24	634-0-181-085	3033 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.74	\$19,135.74
25	634-0-181-075	3027 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
26	634-0-181-065	3021 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73

ASMT NUMBER	ASSESSOR'S NUMBER	OWNER'S NAME & ADDRESS	PRELIMINARY ASSESSMENT	CONFIRMED ASSESSMENT
27	634-0-181-055	3015 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
28	634-0-181-045	3009 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
29	634-0-181-035	3003 SLEEPY HOLLOW ST SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
30	634-0-182-015	3002 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
31	634-0-182-025	3008 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
32	634-0-182-035	3014 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
33	634-0-182-045	3020 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
34	634-0-182-055	3026 SLEEPY HOLLOW ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
35	634-0-182-065	3030 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
36	634-0-182-075	3036 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
37	634-0-182-085	3042 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
38	634-0-182-095	3046 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73

ASMT NUMBER	ASSESSOR'S NUMBER	OWNER'S NAME & ADDRESS	PRELIMINARY ASSESSMENT	CONFIRMED ASSESSMENT
39	634-0-182-105	3052 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
40	634-0-182-115	3058 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
41	634-0-182-125	3064 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
42	634-0-182-135	3070 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
43	634-0-182-145	3049 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
44	634-0-182-155	3080 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
45	634-0-182-165	3086 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
46	634-0-182-175	3092 SLEEPY HOLLOW STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
47	634-0-182-185	3097 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
48	634-0-182-195	3091 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
49	634-0-182-205	3085 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
50	634-0-182-215	3079 LAMPLIGHTER STREET CALABASAS CA. 91302	\$19,135.73	\$19,135.73

PAGE 4

ASMT NUMBER	ASSESSOR'S NUMBER	OWNER'S NAME & ADDRESS	PRELIMINARY ASSESSMENT	CONFIRMED ASSESSMENT
51	634-0-182-225	3073 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
52	634-0-182-235	3067 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
53	634-0-182-245	24005 VENTURA BLVD. CALABASAS CA. 91302	\$19,135.73	\$19,135.73
54	634-0-182-255	3055 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
55	634-0-182-265	3049 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
56	634-0-182-275	3043 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
57	634-0-182-285	3037 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
58	634-0-182-295	3031 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
59	634-0-182-305	3052 LAMPLIGHTER STREET SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
60	634-0-182-315	3019 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
61	634-0-182-325	3013 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
62	634-0-182-335	3007 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73

13  
70

ASMT NUMBER	ASSESSOR'S NUMBER	OWNER'S NAME & ADDRESS	PRELIMINARY ASSESSMENT	CONFIRMED ASSESSMENT
63	634-0-182-345	3001 LAMPLIGHTER ST. SIMI VALLEY CA. 93065	\$19,135.73	\$19,135.73
64	634-0-181-025	24005 VENTURA BLVD. CALABASAS CA. 91302	\$153,085.89	\$153,085.89
65	634-0-181-015	24005 VENTURA BLVD. CALABASAS CA. 91302	\$366,334.69	\$366,334.69
66	634-0-010-535	24005 VENTURA BLVD. CALABASAS CA. 91302	\$3,419,123.68	\$3,419,123.68
TOTAL			\$5,144,095.55	\$5,144,095.55



*paying Has [unclear] [unclear] [unclear]  
if stop when filled [unclear]  
looking [unclear] [unclear] [unclear]*

*2/19/2003*

*91 55 6 \* !!! ✓✓✓*

12

CITY OF SIMI VALLEY  
MEMORANDUM

December 3, 1990

TO: City Council

FROM: Department of Public Works

SUBJECT: FORMATION OF ROYAL CORTO ASSESSMENT DISTRICT NO. 89-1, AND ADOPTION OF RESOLUTION MAKING CERTAIN FINDINGS, OVERRULING PROTESTS, CONFIRMING ASSESSMENTS AND ORDERING PROPOSED IMPROVEMENTS

RECOMMENDATION

It is recommended that the City Council adopt the Resolution Making Certain Findings, Overruling Protests, Confirming Assessments, and Ordering Proposed Improvements for the Royal Corto Assessment District No. 89-1. (Attachment 1, Pages 8 through 10).

BACKGROUND AND OVERVIEW

On August 7, 1989, the City Council adopted Resolution 89-79, making findings on petitions for the Royal Corto Assessment District, and authorized the proceedings leading to the formation of the Assessment District No. 89-1. On September 25, 1989, the City Council also adopted a resolution making the necessary appointments and executing various service agreements to allow the Assessment District No. 89-1 to proceed. The area covered by this proposed Assessment District is shown on the attached map (Attachment 2, pages 11 and 12). The original map is on file in the office of the City Clerk.

On October 29, 1990, the City Council adopted a Resolution of Intention to order the construction of certain improvements within the Assessment District boundary and set December 3, 1990, as the date for the public hearing. The City Council preliminarily approved the Combined Engineer's Report, on file in the City Clerk's office, which contains: description of work; an assessment diagram; an assessment roll; and the engineer's cost estimate for the project (Attachment 3, pages 13 through 73). The City Council also authorized the Mayor to execute an Assessment Agreement between the City and Griffin Homes (Attachment 4, pages 74 through 76), which deals with the terms and conditions under which the two parties will proceed with the formation of the Assessment District. A boundary map of the area covered by the Assessment District was filed with the County Recorder on November 7, 1990.

The purpose of the Assessment District is to finance the construction of the public improvements to serve a 47.3 acre residential development known as Tract 4125. The proposed Assessment District includes the public improvements for this tract in two phases, an Acquisition Phase and a Construction Phase. The Acquisition Phase will include the public improvements already constructed prior to the formation of the Assessment District. The Construction Phase involves the public improvements to be constructed after the Assessment District formation.

The developer has submitted a letter of acknowledgement as confirmation to their existing commitments and obligations under the Subdivision Agreement to ensure the completion of the plans and specifications for the Construction Phase, provide landscape maintenance, convey the required right-of-way and to reimburse the City should cost overruns occur during the Construction Phases (Attachment 5, pages 77 through 80). Cost of other public improvements not funded by the Assessment District but required of the subdivision (Tract 4125 Conditions of Approval) will be borne by Griffin Homes. The adoption of the Resolution of Intention on October 29, 1990, constituted City acceptance of the developer's offer.

The developer, Griffin Homes, has closed escrow on the 63 residential units of Tract 4125-1. As a condition of sale, the disclosure statement by Griffin Homes showed that the monthly assessment for Assessment District No. 89-1 shall not exceed \$140 per month for properties within Tract 4125-1 (Attachment 6, pages 81 through 83). In addition, Griffin Homes has agreed to take the necessary steps to ensure the assessments will not exceed \$140 per month (Attachment 5, Item 6, page 78).

On November 13, 1990, and November 23, 1990, a "Notice of Public Hearing" was published in the Enterprise (Attachment 7, pages 84 and 85). On November 9, 1990, a "Notice to Property Owners of Filing of Report of Assessment District Engineer and of Hearing Thereon" was mailed to the property owners in the Assessment District (Attachment 8, pages 86 and 87). On November 12, 1990, a "Notice of Improvements to Property Owners" was posted on the site approximately 300 feet apart along the right-of-way (Attachment 9, page 88).

At the time this report was prepared no written protest had been filed by the property owners with the City Clerk's office. A majority protest exists if written protests are made by the owners of more than one half of the area of the property to be assessed. Of the total 41.2 acres to be assessed, 34.4 acres, or 83.4%, comprising the Construction Phase for Tracts 4125-2, 4125-3 and 4125-4, are owned by Griffin Homes. The remaining 6.8 acres, or 16.6%, comprising the Acquisition Phase for Tract 4125-1, are owned by the respective 63 homeowners. On the basis of these percentages, a majority protest of both the Construction Phase and the Acquisition Phase is not realistic since Griffin Homes is proposing the formation of the assessment district. However, should a majority protest occur against a portion of the improvements or acquisition only (the law permits protests against a portion of the assessment district improvements or acquisition), it will require a 4/5 vote of the Council to overrule the protest and proceed with the formation of the entire assessment district (Should the Council overrule any majority protest of a portion of the assessment district, Bond Counsel would recommend initiating Superior Court proceedings in order to validate the City's jurisdiction to go forward with the entire assessment district).

#### SUMMARY

On August 7, 1989, the City Council approved the petition for the Royal Corto Assessment District No. 89-1, and on September 25, 1989, adopted a resolution making certain appointments and executing various necessary service agreements. The project has been divided into two separate funding phases, an Acquisition Phase and a Construction Phase.

E077.SR

## RESOLUTION NO. 90-143

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIMI VALLEY  
 MAKING CERTAIN FINDINGS, OVERRULING PROTESTS, CONFIRMING  
 ASSESSMENTS AND ORDERING PROPOSED IMPROVEMENTS FOR  
 ASSESSMENT DISTRICT NO. 89-1 (ROYAL CORTO)

WHEREAS, the Assessment Engineer has heretofore filed its report (the Combined Engineer's Report) in the office of the City Clerk, including the assessments and diagram for that certain improvement work to be acquired and constructed under and pursuant to the Municipal Improvement Act of 1913, Division 12 of the Streets and Highways Code of California, and Resolution No. 90-128 (the "Resolution of Intention"); and

WHEREAS, this City Council has adopted its Resolution No. 90-129 preliminarily approving the Combined Engineer's Report and fixing a time and place at which a hearing would be held on said Resolution of Intention and the Combined Engineer's Report; and

WHEREAS, after the filing of the Combined Engineer's Report the City Clerk has, as required by law, given notice thereof and of the time and place fixed for hearing protests to the proposed improvement by the City Council, and certificates of publication, posting and mailing of such notices have been filed with the City Council by the City Clerk pursuant to Section 10308 of said Streets and Highways Code; and

WHEREAS, at the time and place fixed in such notice a hearing was duly held by the City council at which all written appeals and protests or objections, if any, were duly presented and read, and all persons desiring to be heard thereof were heard and the City Council gave all persons present an opportunity to be heard with respect to any matter relating to said improvements, any act or determination of the Assessment Engineer in relation thereto, any matter in connection with the Combined Engineer's Report, the correctness of said assessment or said diagram, or any other act, determination or proceedings of the Assessment Engineer or any matter relating to said improvements, the assessment district or the proceedings therefor; and

WHEREAS, all such persons desiring to be heard have been heard by the City Council and the City Council is fully informed in the premises;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIMI VALLEY, DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. The above recitals are all true and correct.

I, Assistant City Clerk of the City of Simi Valley, California, do hereby certify that the foregoing Resolution No. 90-143 , was regularly introduced and adopted by the City Council of the City of Simi Valley, California, at a regular meeting thereof held on the 17th day of December, 1990 by the following vote of the City Council:

AYES: Council Member Mikels, Mayor Pro Tem Davis,  
and Mayor Stratton

NAYS: None

ABSENT: Council Members Webb and McAdoo

ABSTAINED: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Simi Valley, California, this 18th day of December, 1990.

*Alice K. Redondo*  
 ASSISTANT CITY CLERK OF THE CITY OF  
 SIMI VALLEY, CALIFORNIA

## **STREETS AND HIGHWAYS CODE**

### **SECTION 2930-2932**

2930. Notwithstanding anything in this division or in any law to which proceedings under this division are applicable, if at any time before the adoption of an ordinance or resolution of intention or within the time when protests may be filed under the provisions of any such law there is a written protest filed with the clerk of the legislative body by the owners (as defined in the act under which it is proposed to proceed) of a majority of the frontage of the property fronting on the acquisition or improvement in those cases where the cost in whole or part of the acquisition or improvement is to be assessed upon the property fronting on the acquisition or improvement, or by the owners of more than one-half of the area of the property to be assessed for the acquisition or improvement in those cases where the cost in whole or part of the acquisition or improvement is to be assessed upon the property within a district, and protests are not withdrawn so as to reduce the same to less than a majority, then the proposed proceedings shall be forthwith abandoned, and the legislative body shall not for one year from the filing of that written protest commence or carry on any proceedings for the same improvement or acquisition. Any such protest may be withdrawn by the owner making the same, in writing, at any time prior to the conclusion of the protest hearing held pursuant to the law under which it is proposed to proceed or any adjournment thereof.

2931. If any majority protest is against only a portion of the improvement or acquisition then all further proceedings to construct that portion of the improvement or to acquire that portion of the acquisition so protested against shall be barred for a period of one year, but the legislative body shall not be barred from commencing new proceedings not including any part of the improvement or acquisition so protested against. Nothing in this act contained shall prohibit the legislative body, within said one-year period, from commencing and carrying on new proceedings for the construction of a portion of the improvement or the acquiring of a portion of the acquisition so protested against if it finds, by the affirmative vote of four-fifths of its members, that the owners of a majority of the property within the area of the assessment district to be established under said new proceedings are in favor of going forward with said portion of the improvement or acquisition.

# STANDARD AGREEMENT

APPROVED BY THE ATTORNEY GENERAL 19

STATE OF CALIFORNIA  
STD. 2 (REV. 2/85)

- CONTRACTOR
- STATE AGENCY
- DEPT. OF GEN. SER.
- CONTROLLER
- 
- 
- 

This Grant Agreement made and entered into this 9th date of February, 19 88, in the State of California, by and between State of California, through its duly elected or appointed, qualified and acting

TITLE OF OFFICER ACTING FOR STATE <b>Executive Director</b>	AGENCY <b>Santa Monica Mountains Conservancy</b> <i>hereafter called the State, and hereafter called the Grantee.</i>	Grant Number <b>SAF-661</b>	AM. NO.
Rancho Simi Open Space Conservation Agency		CONTRACTOR'S I.D. NUMBER <b>Grant; Not Applicable</b>	

WITNESSETH: That the Grantee for and in consideration of the covenants, conditions, agreements, and stipulations of the State hereinafter expressed, does hereby agree to furnish to the State services and materials, as follows:

(Set forth service to be rendered by Grantee amount to be paid Grantee time for performance or completion, and attach plans and specifications, if any.)

**DEFINITIONS:** "Conservancy" shall refer to the Santa Monica Mountains Conservancy. "Executive Director" shall refer to the Executive Director of the Santa Monica Mountains Conservancy. "Grantee" shall refer to the Rancho Simi Open Space Conservation Agency.

**WITNESSETH**

WHEREAS, The Conservancy is authorized under Section 33203(c) of the Public Resources Code to award grants to cities for the acquisition of parklands; and

WHEREAS, The Rancho Simi Open Space Conservation Agency proposes to acquire the 172 acre Hopetown (Corriganville) property in Simi Valley which has a total market value of \$2,600,000, approximately \$840,000 of which will be donated by the owner and approximately \$760,000 of which will be contributed by the City of Simi Valley and the park district in the form of development agreements and the value of Quimby fee forgiveness, and \$1,000,000 of said acquisition prices will be a matching grant from the Conservancy; and

WHEREAS, The Santa Monica Mountains Conservancy adopted the attached Exhibit "A" Resolution at its October 6, 1987 meeting authorizing a grant to the Rancho Simi Open Space Conservation Agency in an amount not to exceed \$1,000,000; NOW

CONTINUED ON 3 SHEETS, EACH BEARING NAME OF Grantee and Grant Agreement Number.

The provisions on the reverse side hereof constitute a part of this grant agreement. IN WITNESS WHEREOF, this grant agreement has been executed by the parties hereto, upon the date first above written

STATE OF CALIFORNIA	GRANTEE
AGENCY <b>Santa Monica Mountains Conservancy</b>	Grantee (IF OTHER THAN AN INDIVIDUAL, STATE WHETHER A CORPORATION, PARTNERSHIP, ETC.) <b>Rancho Simi Open Space Conservation Agency</b>
BY (AUTHORIZED SIGNATURE) <i>[Signature]</i>	BY (AUTHORIZED SIGNATURE) <i>[Signature]</i>
X PRINTED NAME OF PERSON SIGNING <b>Joseph V. Edmiston, MICP</b>	X PRINTED NAME AND TITLE OF PERSON SIGNING <b>Rick Fields, Chairman</b>
TITLE <b>Executive Director</b>	ADDRESS <b>1692 Sycamore Drive Simi Valley, CA 93065</b>

AMOUNT ENCUMBERED <b>\$1,000,000</b>	PROGRAM/CATEGORY (CODE AND TITLE) <b>Capital Outlay and Grants</b>	FUND TITLE <b>SAFCO</b>	<i>Department of General Services Use Only</i>	
UNENCUMBERED BALANCE <b>\$</b>	(OPTIONAL USE)			
ADJ. INCREASING ENCUMBRANCE <b>\$</b>	ITEM 3810-303-036 (3) #475,000 CHAPTER 3810-303-036 (2) #525,000 1300 STATUTE 85 FISCAL YEAR 87-88			
ADJ. DECREASING ENCUMBRANCE <b>\$</b>	OBJECT OF EXPENDITURE (CODE AND TITLE) <b>560548007 (#525,000) 560648407 (#475,000)</b>			
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER <i>[Signature]</i>		DATE <b>3/18/88</b>		
I hereby certify that all conditions for exemption set forth in State Administrative Manual Section 1209 have been complied with and this document is exempt from review by the Department of Finance.				
SIGNATURE OF OFFICER SIGNING ON BEHALF OF THE AGENCY <i>[Signature]</i>		18	DATE <b>2/9/88</b>	

*City Clerk's Office*  
RECEIVED  
CITY OF SIMI VALLEY

2017 AUG 21 AM 9: 21

Simi Valley, CA  
August 21, 2017

OFFICE OF CITY CLERK  
BY *[Signature]*

Simi Valley City Council  
c/o Mr. Eric Levitt, City Manager  
Simi Valley City Hall  
2929 Tapo Canyon Road  
Simi Valley, CA 93063

RECEIVED  
CITY OF SIMI VALLEY  
17 AUG 21 AM 9: 12  
CITY MANAGERS OFFICE

Re: Agenda Item 6B(A public hearing to consider Royal Corto Specific Plan Amendment(SP-S-8 AMD#2) to allow Residential Care Facility in the Residential Low(RL) Zone with a Conditional Use Permit, Conditional Use Permit(CUP-S-800) to construct a 92-bed Residential Care Facility located on Royal Avenue, 600 feet east of Corto Street, and adopting the project's Mitigated Negative Declaration and Mitigation Monitoring Plan, introduction of an ordinance and adoption of a resolution).

Dear Members of the Council:

This letter is a follow-up to my August 18, 2017 letter on the aforementioned subject.

I am opposed to the proposed change to the Royal Corto Specific Plan to allow a Residential Care Facility in the Residential Low(RL) Zone due to the fact that the Planning Commission's Staff Report stated on page 59, under Issues and Supporting Sources, Item "d", that "Golden State has indicated that water supply is adequate for project demand. This will be reviewed subsequently if an application is received for construction of the industrial building". While I gave a number of reasons for why I oppose the Royal Corto Specific Plan changes and project in my July 26, 2017 letter(Comment #1, page 1) for the Planning Commission's public hearing, the fact that "construction of the industrial building" is on the approved Planning Commission record says that this zoning change designation request by the applicant is not build a residential care facility in a residentially zoned area at all. Therefore, it is not compatible with the adjacent and nearby residential neighborhoods. Thus the zoning must not be changed.

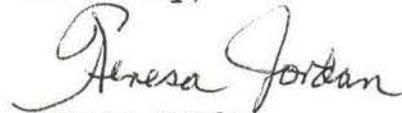
*to*

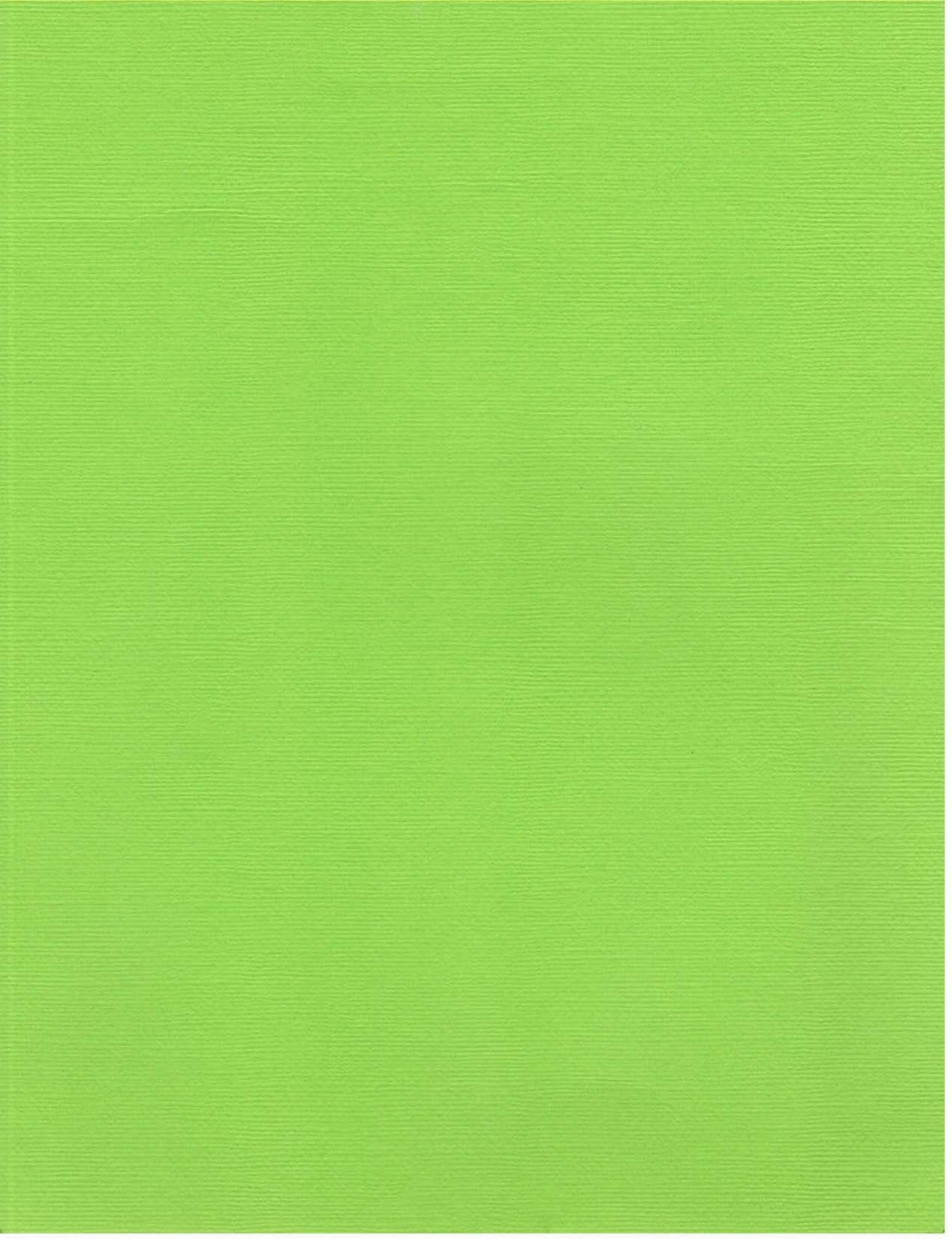
Members of the Council, the following are my final words on the Planning Commission's July 26, 2017 Staff Report's CUP-S-800 Conditions of Approval, condition \*D-2 "vacation of a Fire Access easement located on the western portion of the property" (my July 26, 2017 letter, page 1, Comment #2), the Fire Access easement is not on the proposed project's property!!! It is adjacent to the proposed building plan! According to Ordinance Number 29 (effective January 1, 2017, pages 1-8) of the Ventura County Fire Protection District:

- #1 - It is stated, under Article 3.2.3 Timing, that "Fire Apparatus Access Roads shall be provided prior to construction and maintained throughout the life of the development" (page 5).
- #2 - It is stated, under Article 3.2 Fire apparatus access, that "Fire Apparatus Access Roads, whether public or private, primary or secondary, shall provide for safe access for emergency equipment and civilian evacuation concurrently, and shall provide for unobstructed traffic circulation during a fire or other emergency" (page 4).
- #3 - It is stated, under Article 3.2.2 Location, that "Fire Apparatus Access Roads shall be constructed within the dedicated right-of-way, common area parcels or recorded access easements" (page 5).

The existing Royal Corto Specific Plan Fire Access easement between Royal Avenue and Sleepy Hollow Street is a recorded access easement that must continue to provide "safe access for emergency equipment and civilian evacuation concurrently" for the residents on Sleepy Hollow Street, Lamp Lighter Street, and Forest Avenue "throughout the life of" that "development", and the property owners paid toward the Royal Corto Assessment District No. 89-1 Bond Series A (Griffin Homes, Tract No. 4125, Acquisition Phase) fees!!!

Sincerely,

  
Teresa Jordan



**SIMI VALLEY PUBLIC CEMETERY**

**(EL RANCHO SIMI PIONEER CEMETERY)**



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# **INTRODUCTION**



## *El Rancho Simi Pioneer Cemetery*

*1461 Thompson Lane  
Simi Valley, CA 93065  
(805)-526-8245*



*© Judy Fox*

*See More El Rancho Simi Pioneer Cemetery Photos  
Submitted & © by: Judy Fox*

*Submitted by: Sandi Carter*

*If you know of someone buried here who is not listed, please contact Peggy Smith for inclusion.*

Simi Valley Public Cemetery - Pioneer Section  
Application for  
Point of Historical Interest

prepared by

Judith P. Triem  
San Buenaventura Research Associates  
627 E. Pleasant St.  
Santa Paula, CA 93060

prepared for

City of Simi Valley  
2929 Tapo Canyon Road  
Simi Valley, CA 93063

March 18, 1992

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A. Summary Statement of Significance (DPR 147)	3
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STATE OF CALIFORNIA—THE RESOURCES AGENCY  
 DEPARTMENT OF PARKS AND RECREATION  
**POINT OF HISTORICAL INTEREST**

DO NOT WRITE IN THIS BLOCK  
 Reg. No. \_\_\_\_\_  
 Date \_\_\_\_\_  
 By \_\_\_\_\_

County: Ventura Name: Simi Valley Public Cemetery -- Pioneer Section

Location: 1461 Thomson Lane, Simi Valley, California 93063

Historical Significance:

The Pioneer Section of the Simi Valley Public Cemetery is significant as the first recorded cemetery in the Simi Valley. It is also important as the only extant feature on the lands of the original California Mutual Benefit Colony of Chicago subdivision of 1889. The small contingent of colonists that settled in Simi were joined by other families that formed the nucleus of a small town, the first organized settlement in the Simi Valley. The Parantau Family, who established the cemetery in 1890, took a small but active role in the development of the fledgling community. The Pioneer Section of the Simi Cemetery directly relates to the settlement of the community.



THIS POINT OF HISTORICAL INTEREST IS NOT A STATE REGISTERED HISTORICAL LANDMARK.

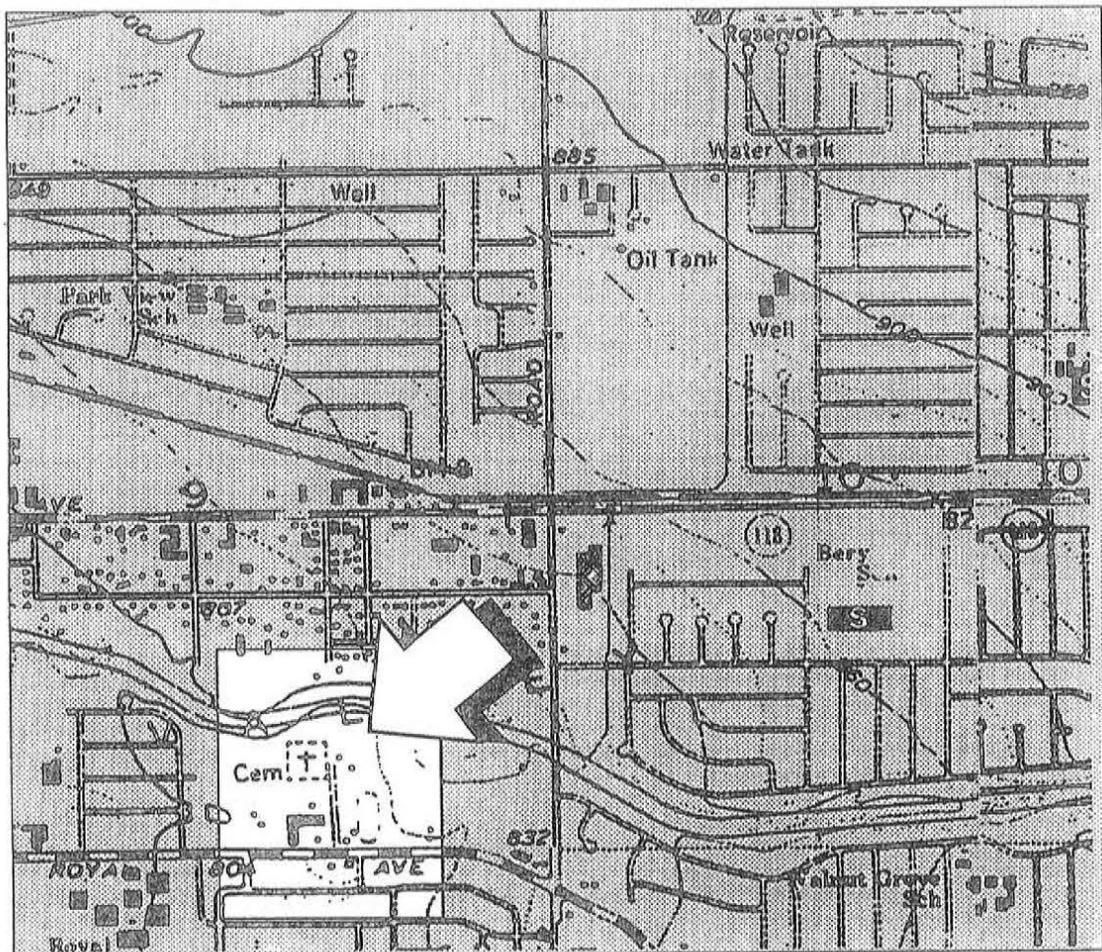
*John K. Flynn*  
 Chairman, County Board of Supervisors  
 APR 14 1992

APPROVED:  
 \_\_\_\_\_  
 Signature—Chairman, State Historical Resources Commission  
 \_\_\_\_\_  
 Date

**A. Summary Statement of Significance (DPR 147)**

B. Maps and Locational Drawings

Figure 1



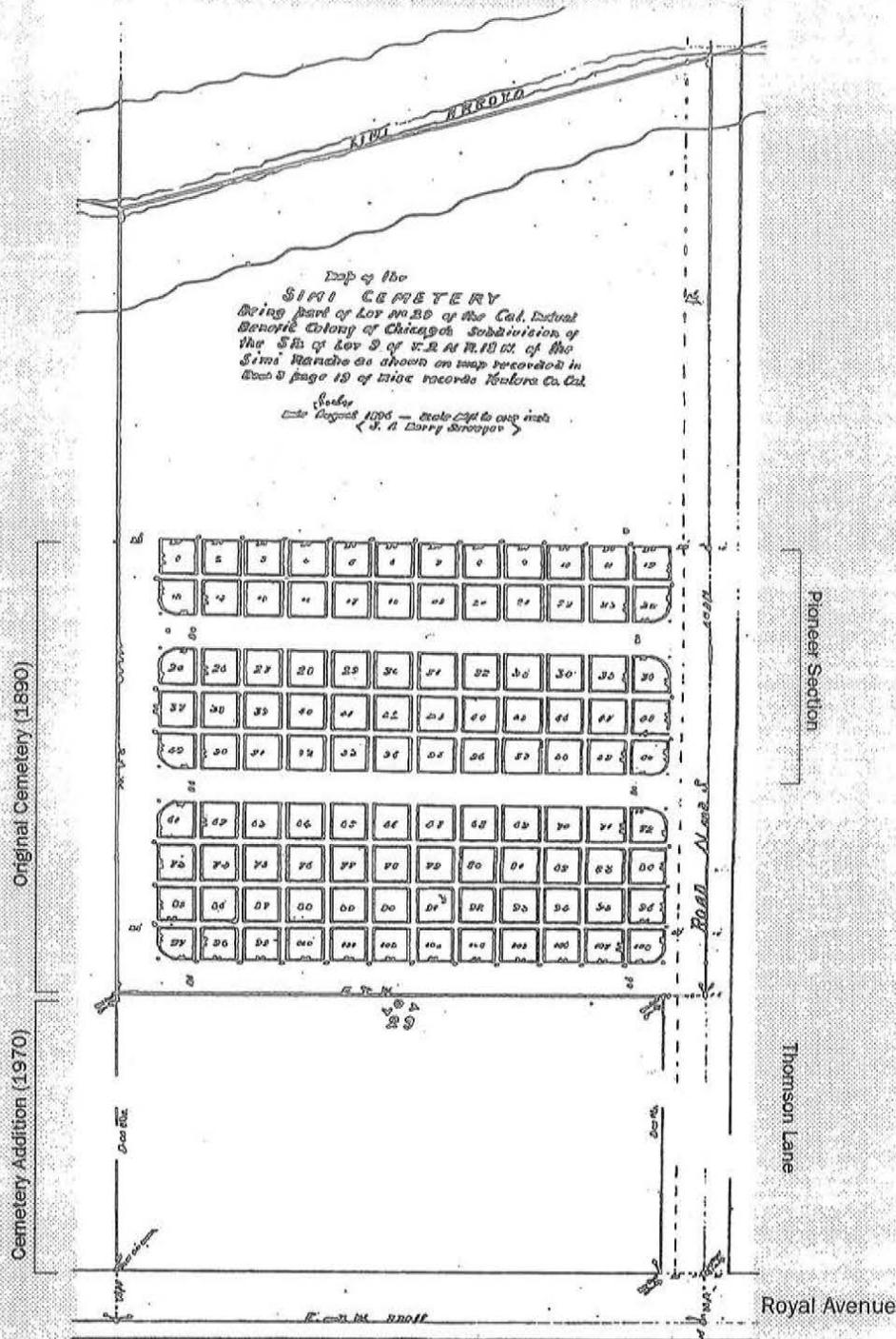
# SIMI VALLEY PUBLIC CEMETERY

1461 THOMSON LANE, SIMI VALLEY

Source: USGS 7.5 min. Simi Valley Quadrangle



Figure 2



**SIMI VALLEY PUBLIC CEMETERY**  
 1461 THOMSON LANE, SIMI VALLEY

Source: Map of Simi Cemetery, M.R. Book 3, page 19 (County of Ventura)



### C. Physical Description and Definition of the Simi Valley Public Cemetery -- Pioneer Section

The Simi Valley Public Cemetery is located on a 5.32 acre site adjacent to Thomson Lane, a private road in the City of Simi Valley. (Figure 1) The south end of the property is divided from a small shopping center by a fence. The north end of the property is bounded by a vacant lot and the Arroyo Simi, a channelized creek. To the east of the cemetery is the Rancho Simi Community Park and to the west is a residential area separated from the cemetery by a fence.

The Pioneer Section of the cemetery is located in the northern 3.30 acres. (Figure 2) The southern 2.02 acres was added in 1970. What has become known as the Pioneer Section was established as the Simi Cemetery in 1890 by Clementine Parantau. Mrs. Parantau drew a map of the cemetery showing 108 lots divided into three sections. Lots 1 through 60, the northern two sections, were used first. These two sections are identified as the "Pioneer Section" containing the graves of Simi's early settlers. The third section, lots 61 through 108, contains no upright headstones and is covered with grass and flat markers. This section of the cemetery was developed later, so it has not been included with the Pioneer Section as part of the nomination.

The southern 2.02 acres contains primarily flat markers with a lawn and trees along the perimeter of the property. This section is not included in the nomination.

The cemetery grounds remain in natural raked earth with a few scattered trees including two pepper trees. The original drive into the cemetery, now known as Thomson Lane, is lined with mature olive trees. The graves are marked with both simple and ornate headstones. One family plot is enclosed with a wrought iron fence. Except for a few missing headstones and the addition of a paved road over the dirt road, the original layout of the Simi Cemetery is intact.

#### D. Historical Significance

The Simi Cemetery is the first recorded cemetery in the Simi Valley, having been established in 1890 by Clementine Parantau on land she purchased from the California Mutual Benefit Colony of Chicago. (Simi Cemetery Map, 1890) Clementine Parantau was one of the first members of the California Mutual Benefit Colony of Chicago to arrive in the Simi Valley in 1888-89. During the Southern California boom years of 1887-1888, the Simi Land and Water Company advertised land for sale in the Chicago newspapers. A group of eight Chicago doctors formed a corporation to purchase land and establish what they called a Mutual Benefit Colony. (Cameron, 1963) Their promotional literature referred to the area as Simiopolis, the "garden of Southern California," and stressed the potential for profits to be made from agriculture and the variety of crops that could be grown in the Valley. In addition, it eloquently described the climatic advantages of the Simi Valley and predicted that within a few short years it would be "the most sought after and desirable spot for invalids" to be found in the State of California. (California Mutual Benefit Colony of California, 1888)

It may have been the inducement of a healthful climate that attracted Clementine Parantau and her Chicago family to join the approximately ten other families who came to the Valley during the late 1880s. A member of the Parantau family, Richard A. Parantau, died of consumption in March of 1893. Clementine Parantau died at the age of seventy-nine and was buried in the cemetery in September of 1898. (*Ventura Free Press*, 3/31/93; 9/9/98) Her daughter, also named Clementine, took charge of the Simi cemetery and sold lots as needed to the pioneer families.

Due to the remoteness of Simi at the time, the Company had pre-fabricated houses sent by rail to Saticoy and then by wagon to Simi. To encourage colonists, the first twelve houses ordered by October 1, 1888, were shipped without charge. In January 1889 a subdivision map was recorded and 36 ranch size lots were laid out on each side of the Arroyo Simi along an 8 1/2 mile by 2 1/2 mile stretch of land. A townsite adjacent to the subdivision was also planned by the company. (Cameron, 1958) The townsite was never officially recorded by the Company although colonists actually resided on the land. The townsite was not officially recorded until 1892 by the Simi Land and Water Company.

Colonists purchased shares in the company and drew for their parcels. Many had more than one lot that was not contiguous, and several land owners never even came to Simi. Like so many real estate schemes promoted during this period, it quickly went bust. The lack of physical

improvements, railroad access or good roads combined with several wet winters induced several of the colonists to return to the Mid-west.

By 1891, the Simi Land and Water Company began foreclosure on the land because of lack of payments. On August 6, 1891, the California Mutual Benefit Colony of Chicago agreed to quitclaim their interest in the lands to the Simi Land and Water Company. The colonists who remained were given credit for their investment and were allowed to keep their houses. (Cameron, 1963) Mrs. Parantau officially recorded her previously owned land and paid the Simi Land and Water Company \$468 for Lot 29 on July 3, 1893. (Grant Deeds, 1893) The Simi Cemetery was not officially surveyed and recorded with the County of Ventura until 1896. (Figure 2)

In 1892 the Simi Land and Water Company officially recorded the townsite of Simi adjacent to the Colony subdivision. A few of the colonist's houses were located in the town site and a few remained on the adjacent ranch sites. A church building, school and post office were built in the new town of Simi. The Parantau family also owned lots in the town site. Mrs. Clementine Parantau had two daughters, Clementine and Lillian, and a son Richard. Richard A. Parantau served a short term as Justice of the Peace and Postmaster before his death in 1893. The two daughters taught school in Chicago but returned to Simi during the summers and introduced culture to the community in the form of musical programs. The family were among the founding members of the Methodist Church. (Cameron, 1963)

The Simi Cemetery continued as a private cemetery until the County of Ventura purchased the land in 1946, established a Cemetery District, and appointed trustees to supervise the operation. The Pioneer Section of the Simi Cemetery contains the original burial plots of pioneer Simi residents — both colony residents and others that settled in Simi between the 1870s and 1890s. Both Anglo and Hispanic graves are intermingled. Some of the pioneers purchased lots containing room for 12 burials.

The Pioneer Section of the Simi Cemetery is significant as the first recorded cemetery in the Simi Valley. It is also important as the only extant feature on the lands of the original California Mutual Benefit Colony of Chicago subdivision of 1889. The small contingent of colonists that settled in Simi were joined by other families that formed the nucleus of a small town, the first organized settlement in the Simi Valley. The Parantau family took a small but active role in the development of the fledgling community. The Pioneer Section of the Simi Cemetery directly relates to the settlement of the community.

## ARTICLES

# Cemetery unsure where bodies are

■ Troubled Simi district considers radar survey

By Kathleen Wilson

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Trustees of a troubled cemetery district in Simi Valley pushed for answers this week to determine where the bodies are buried.

Chairman Tyler Ritch told trustees Wednesday that while radar

testing of the ground is costly, it may have to be done to determine which plots are taken and which are available at the El Rancho Simi Cemetery.

The 5-acre public property contains the graves of dozens of people from pioneer families in a historic section of the cemetery. However, the biggest issues reportedly concern a section on the north side of the cemetery where many of the graves were dug in the 1990s and 2000s.

Manager Barbara Scroggins described that section as "a mess" during the trustees' meeting Wednesday, although she did not take responsibility for the situation. Scroggins, who has managed the cemetery for 13 years, blamed incorrect mapping of the cemetery by her predecessor and recent work of a volunteer researcher.

Ritch, though, said Thursday he would not blame the researcher.

See CEMETERY, 3A

## CEMETERY from 1A

"It's been an ongoing problem since Day 1," he said.

Whoever's to blame, both Scroggins and gravedigger Kit Nyberg indicated the problem is significant. Nyberg told trustees he probes the ground to make sure no one is already buried in a plot where a burial is planned.

Ritch told Scroggins at Wednesday's board meeting that she should conduct an inventory of what's filled, what's available and what's been reserved in the cemetery. Trustee Cynthia Pandolfi told her to research how other cemetery districts have resolved such issues.

Former Trustee Jarrod DeGonia, who resigned in July, said in an interview Thursday that he received a price quote of \$25,000 for a radar examination of the entire cemetery.

"We discussed it several times, but we never allocated funds for it,"

he said.

DeGonia said he could not find a grant to help with survey costs. Still, a radar examination may be the only way to know what's left to be sold, DeGonia said.

"If the record keeping is going to be fully corrected and for the cemetery to understand how much capacity is left, that has to be done," he said.

Aside from the \$25,000 quote, another company, Ground Penetrating Radar Systems Inc., charges \$1,500 a day. The company, based in Toledo, Ohio, could do half to perhaps three-quarters of an acre a day, said Jason Wachter, director of the company's operations in California.

Cemetery officials hire the business when they discover a casket in a plot where they intended to bury someone or they want to verify how many plots are left to sell, he said.

Operators use ground-penetrating radar mounted on the bottom of a baby stroller to examine a cemetery, he said. The device

produces an image that shows open plots and the edges of graves.

DeGonia said the price quote he received might have been higher because it included mapping of the cemetery based on the results.

The El Rancho Simi Cemetery District has been embroiled in leadership problems for months, with six trustees quitting in less than a year. Trustee Leah Schwochert, who was just appointed in October, said Thursday she has stepped down.

She tied her decision to frustrations with trying to get information within the limits of the state open meetings law and an email former board member Wayne Evans sent to the board. Evans, who quit in November, accused Scroggins of opening a letter addressed to him at the cemetery office.

When Schwochert wrote an email to the other trustees protesting Evans' complaint and seeking their ideas on hiring a lawyer to respond to him, the district

attorney's office found the email violated the open meetings law. The law, called the Brown Act, prohibits using a series of communications to discuss or take action on any item of business that is within a public body's jurisdiction.

Michael Schwartz, special assistant district attorney, wrote a "cease and desist letter" but said the violation could be corrected if the board promised not to do it again. Schwochert had sent a copy of the email to Schwartz, who is helping the board comply with the Brown Act.

The board now has three of the five required members, which still constitutes a quorum. A new trustee, retired restaurateur Louis "Jack" Parfitt, was sworn into office Wednesday. Two vacancies remain.

County Supervisor Peter Foy recommends the trustees, who are appointed by the Ventura County Board of Supervisors. He is expected to recommend a successor

for Evans in January. Schwochert's resignation leaves another spot to be filled.

The cemetery board will meet again Jan. 8.

# The Washington Post

## Extended review at Arlington hasn't resolved problems

By Christian Davenport  
Washington Post Staff Writer  
Sunday, September 26, 2010; C6

Arlington National Cemetery officials said they are making progress in rectifying the problems with more than 200 grave-sites identified in an Army Inspector General's report by verifying paperwork, using ground-penetrating radar and, in a few cases, digging up graves with a backhoe.

But although it has been four months since the report was released, many of the record-keeping issues remain unresolved, the full scope of the problems at the nation's premier military cemetery is unknown and the cemetery's leadership cannot say how long it will take to fix the situation.

In a statement, Kathryn Condon, the newly appointed executive director of the Army National Cemeteries Program, said cemetery officials "are working diligently each and every day to correct the mistakes made in the past and restore the dignity and honor our nation's heroes deserve."

The IG report, released in June, detailed a chaotic management system at the cemetery, poor record-keeping and discrepancies between burial maps and what is actually in place.

Investigators found that 117 gravesites without headstones were marked as occupied on cemetery maps; 94 markers, with corresponding headstones, were marked as empty on the maps.

The graves with headstones have been easier to verify because officials can use the name to pull the paperwork, which consists of a record of interment, a gravesite card that details where in the cemetery the deceased is buried, and an intake form used for scheduling funerals. In all 94 cases, the paperwork has verified that the right people are in the correct burial plots, spokeswoman Kaitlin Horst said Friday evening in the cemetery's most comprehensive update so far.

But given the widespread problems with the cemetery's record-keeping system - it still uses paper records despite millions of dollars spent to go digital - the cemetery also has been using ground-penetrating radar. The radar could help verify that a set of remains is present, but it will not help with identification.

Army Secretary John McHugh has said that officials are prepared to dig up graves, open coffins and take DNA samples from the deceased if it is necessary to sort out the records. To do that, Army regulations require a court order or consent from "all close relatives."

Cemetery officials have not been able to find records indicating that people are buried in the 117 plots that the maps say are occupied but have no headstone.

Officials have opened five of those graves. In all five cases, the sites were empty, Horst said. The cemetery will continue to open those graves, and if they are vacant, officials will use them for future burials.

The problems detailed in the IG report were from three of the cemetery's 70 sections. Investigators could find

many more problems as they widen their probe beyond sections 59, 65 and 66, officials have said.

In August, cemetery officials discovered that one gravesite in Section 66 was vacant even though it had a headstone, another had the wrong body in it and a third had two sets of remains, only one of which matched the headstone.

### Not convinced

Cemetery officials opened the graves after the wife of an Army staff sergeant became concerned that his remains were in the wrong place. The man's grave was not among the 211 the IG investigators had flagged.

Cemetery officials had thought that the paperwork was in order, and because of that they assured the woman that her husband's body was in the correct grave. She was not convinced, however, and asked them to dig. When they opened the grave, they found the remains of someone else.

On Friday, Horst said that cemetery officials reviewed burial records and thought the staff sergeant could have been buried in another section. When they opened that grave, they found a wooden coffin, which could not have belonged to the staff sergeant because his was metal.

They then checked the grave-site next to the one marked by the staff sergeant's headstone. There, they found two sets of remains: the staff sergeant's and, above his coffin, an urn containing the remains of the wife of a retired Navy commander.

Since the IG report was released, two other families with relatives whose ashes were placed in the columbarium have asked that the niches be opened, Horst said. In both cases, the remains were in the correct place.

Another family expressed concern that an urn was buried at the wrong depth. When cemetery officials checked, they found that the urn was two feet down instead of three. The urn was reburied at the correct depth, Horst said. She did not say why the family had suspected a problem.

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## Simi Valley woman's book on pioneer cemetery serves as resource

By Alicia Doyle

Friday, March 16, 2012

As the author of a book of records about Simi Valley's oldest cemetery, Tammy Kay Thaller-Collier said anyone who has been bitten by the genealogy bug knows the importance of each bit of information that fills in the gap of a family tree.

"I have already received letters of thanks from family members that have been trying to locate what has happened to family members," said Thaller-Collier, of Simi Valley, vice regent of the Rancho Simi chapter of the Daughters of the American Revolution.

One man had been looking for his brother since the early 1960s.

"Though he has passed on, the knowledge of what happened to him was closure for the entire family," Thaller-Collier said. "For the people who cannot get out and do their own walking around cemeteries or do not live in the area, this information is priceless."

Her book on the El Rancho Simi Pioneer Public Cemetery is available at genealogical libraries, including the DAR library in Washington, D.C. The DAR library is one of the world's premier genealogical research centers, said Karen Theofanides, state librarian for the California DAR.

"We are so proud of members like Tammy who volunteer time to put together volumes of records. ... These types of books are an invaluable resource to genealogists," Theofanides said. "The information that Tammy has put together can be used by researchers visiting a library instead of actually having to do the legwork sometimes involved with getting this type of information."

It takes a lot of dedication and many hours to record and transcribe all these records, Theofanides said. "Tammy deserves recognition for taking this project on and seeing it through to its finish."

The cemetery is off Royal Avenue just west of Erringer Road.

"Its earliest burial is 1895," Thaller-Collier said. "It is a really nice little cemetery, and there are still spaces available for burials."

Her book, "El Rancho Simi Pioneer Public Cemetery Records," took three years to finish.

"The book is a transcription of all the cemetery files of names, birth dates and death dates, as well as what the inscription is on the marker," Thaller-Collier said. "If they are a veteran ... notes if there is something special like a death certificate, obit, family records and photograph of the person. There are some newspaper articles on plane crashes and even a murder."

Her book also is available in the Latter-day Saints library in Salt Lake City, as well as the Latter-day Saints family search libraries in Simi Valley and Newhall. Her book also can be found at the Carlsbad library, the Ventura County Museum and Library, the Strathearn Historical Park and Museum, and the library of the Conejo Valley Genealogical Society.

The book features "some history of the cemetery, photographs of special headstones, and I even found an old photo of the cemetery before the cemetery was redone in 1980s," Thaller-Collier said. "At the back of book is a CD of the entire tombstone photos and some family photos and documents found. Some of the tombstones even have a photograph of the person on the marker."

Pat Havens, Simi historian at Strathearn Historical Park and Museum, said: "This is a first for Simi Valley to have these records. ... It will move right on into history and be available for research into the future.

"I am so pleased with the outcome of all Tammy's hard work. Carrying through a project of this size and complexity is a remarkable feat. Also, she has made it very attractive and relatively easy to research individuals and families compared to starting from scratch, as Tammy has done."

Thaller-Collier said she enjoyed the work.

"I loved reading the inscriptions on the stones. Some of them have the whole family tree listed. Others have marriage dates, or nicknames for the loved one," she said. "But most of all, I enjoyed helping the cemetery make all these records available to generations to come."



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**VETERANS**

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Anderson, Frances Percy	Anderson, Gerald B.
Anderson, Nancy Katherine	Appleton, Robert Glenn
Babb, Arlen George	Baker, Walter
Baron, Walter Francis	Bartlett, Leslie James
Bassin, Anthony Michael	Bell, Michael Duane
Benko, Edward J.	Bessett, Mark Ernest
Best, Dynes M.	Beukema, Ronald Dale
Bingoe, Leonard F.	Bird, Thomas Albertson Sr.
Blazej, Stanley Albert Sr.	Boudreaux, Ralph Martin
Bowers, Patricia Lou	Boyd, Leslie Gibson
Brace, Frank O.	Bradley Lynol Rex
Braham, Edwin Miller	Blake, Irvin T.
Bratvold, Orlyn Dale	Breazile, Elbert Lee
Brekke, Leroy M.	Brooks, Wallace Donald
Brown Emmett Allen	Brown, Kenneth Huard
Brueuggeman, Bruce Mark	Butler, James .
Butler, Skipper William	Cannon, William Ray
Carroll, John Earl	Carter, Charles Ira
Cassady, Sed`	Char, Calvin Chinon, Jr
Chilcott, Carlton Wesley	Churchill, Norman Valjean
Cleveland, Ronald Alexander	Clymore, Rowdy R
Cockerill, Billy J.	Collette, Richard Alan, Jr.
Collins, Luke Carl, Sr.	Colson, Ray Cecil
Combs, Bernie Leroy	Conley, William J.
Cooper, Jack	Cooper, Roy
Corcoran, Richard	Cotherin, Teddy George
Cox, Edward Winfred	Cox, William August
Cramer, Enoch Jr.	Crank, Harold Kirby
Crise, Thomas Richard	Cunningham, Charles Frank
Curtis, Emory Frank	Curtis, Samuel Glenn
Daries, Richard Ray	Darling, Robert Lysander

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Dawson, Howard Q. Sr.	Deas, Claud A.
Deery, Arthur Francis	Demillo, Richard Joseph
Denning, Mark David	Dezotell, Leroy Allan
Diaz, Blas R. Sr.	Diaz, Gregory R.
Didier, Lee Edward	Downard, Raymond Hunter
Druckmiller, Charles Raymond	Duarte, Rosido A
Duarte, Tony	Duran, Jose Medosa
Dwyer, Carson Dwight	Epperson, Milton H.
Fair, Floyd Edmund	Fairbanks, James Cecil
Farman, Sprague	Feldman, Albert Willard
Fellows, Charles Edward	Fish, Robert J.
Flores, Paul Vargas	Foster, Roy G. Jr.
Garcia, Albert P.	Garrison, Donald Irvin
Garrison, Fred Howard	Gibson, James Paul
Gill, Ernest, Alva	Gillette, Joseph James
Glowacki, Joseph Stephen Jr.	Gold, David Serle, Jr.
Golson, John Lue	Gonce, Kenneth Eldon
Gondrez, Richard	Gonzalez, Augustine
Gottmer, George Wayne	Graves, William Morton
Gray, Larry Allen	Gregory, Arthur Joseph
Grey, James Willard	Grey, James Willard Jr.
Guy, Donald	Guy, Howard Raymond
Guzzi, Martin F.	Hagar, William I III
Hagstedt, Kenneth William	Halcomb, Norma Rose
Hall, Hollis Edson Jr.	Halverson, Lawrence Peter
Hanna, Mark Dale	Hanson, Margaret L. Dewald
Hardin, Thomas B. Jr.	Harmon, Estel Ray, Jr.
Harper, Walter Paul	Hart, Bobby Joe
Hartman, Donald Lewis	Havens, Charles Reuban
Heath, Robert Monroe	Heising, Paul Joseph
Henchley, Paul W.	Henchley, Thomas N.

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Hennion, Marvin Herbert. Jr.	Hernandez, Joe Tony, III
Hernandez, Joseph Martinez	Hernandez, Julian
Hernandez, Raul S.	Hibner, John Alexander
Hicks, Vincent Charles	Higgins, Eric Blake
Higgins, Stanley Polk	Hill, Audrey Faith
Hillier, George Edward	Hitchner, Harold Eugene
Hoard, Edward W.	Hole, John C.
Hollsteiner, George Wilmer	Hong, Edward
Hudson, Dale	Huff, Earl Luther
Huff, Jim Dwayne	Hufford, William Vance
Humenick, Michael James Jr.	Inman, Ernest Ray Sr.
Jackson, William King	Jacquin, Charles Herman
Jannisch, William Herman	Jaramillo, Daniel
Jaramillo, Frank Francisco	Jarrett, Roy Edward
Johnson, Robert Bruce	Jones, Francis Galen
Jones, Jerry W.	Joseph, Charles M. Michael
Kaul, George Franm	Keating, Michael Dennis
Keene, William Damon	Kennedy, Narvel Milton
King, Thomas Allen	Kirby, Robert Percy
Kirkbride, Myron W. Jr.	Klug, Junior Walter
Knechel, Robert Kratz	Knotts, Moody Dwight Jr
Krause, Malcolm Paul	Land, Paul W.
Lane, Charles Wilson	Lang, William E.
Langan, Edward J.	Larkins, Horace C.
Latimer, John Herbert	Lazelle, Carrol L.
Leamy, Denver Reese	Lecouris, Conostas Peter
Lee, Jack Joseph	Leiferman, Dale F.
Leighton, Jack Kenneth	Leivas, Modesto E.
Limb, Earl	Lipton, David Addressa, Sr.
Lockwood, John Edward, III	Lowe, John Arthur
Lucas, Clarence A.	Lupo, Anthony Joseph

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Lurvey, Charles Richard, Sr.  
Lynn, Lee E.  
Mackey, Raymond Jay  
Mahlmeister, Charles Francis  
Martin, Fred  
Mason, Harold Norman  
McClain, Ludolph  
McColgan, William  
McCoskey, Harvey Lee  
McHenry, Ron Cecil  
McReynolds, Stephen Wayne  
Mefford, Frederick, L. Sr.  
Meyers, Robert Oreion  
Monsue, Dossie Emmiett  
Moses, Purl C.  
Mullin, George, Jr.  
Myers, Warren Burl  
Neser, Gerald Otto  
Neuman, Irving T.  
Nicholson, Dennis Wayne  
Nostrand, Robert Charles  
Nutter, Robert Charles  
Ogle, Andrew Henry  
Ortega,, Michael Louis  
Passmore, Russel Alfredo  
Peritz, Julius  
Phinney, Frederick Fay  
Ponchart, Edward A.  
Porchza, Louis Anthony  
Powell, Gary Arnold  
Pryor, Patrick Lane  
Luster, James E. Dwarf  
Mackelburg, Robert Bethold  
Maddrey, John A.  
Martin, Donald J.  
Martinez, Jose Rienundo  
Mathis, George Alfred  
McCobb, Edgar Emerson  
McCord, Paul Ervin  
McDonald, Arthur Alonzo  
McNeal, Clyde Walter  
Medley, George N.  
Mejia, Louis Marshau  
Miller, Garland W.  
Morton, Joanna Edna  
Muchmore, Donald Lee  
Mundheum, William Engel  
Necker, Herman Edward  
Nester, John Frederick  
Newton, Jack J.  
Norris, Lester T.  
Nowell, Andrew Benjamim  
O'Brien, Michael George  
Olson, Robert Curtis  
Pack, William Dallas, Jr.  
Patterson, Melvin  
Pererson, Arnold Daniel  
Plaster, Harcey Merle  
Popell, Robert George  
Pottker, Donald Carlos  
Pryor, Kelly Joseph  
Pulliam, Robert D.

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Purvis, James Harvey	Quiada, Manuel
Rabideau, Leonard George	Rackley, John Homer
Real, Pasquel D.	Redwood, Robert Arthur
Reed, James Miles	Reed, Kenneth A.
Reese, William George, Sr.	Reeves, George Norman, Sr.
Reeves, William Norman	Reid, Loren Oda
Reynolds, Clyde Vinton	Ridgeway, Roy Elmer
Rines, Richard Raymon	Riley, David Henry
Ring, Richard Dean	Roberts, Aubrey C.
Robison, Jerry Ronald	Rosboro, Juarez
Runnels, Charles Hugh	Russell, James Nowlin, Jr.
Salazar, Frank	Sancoy, Leonardo Raul
SanMiguel, Ysidro Duron	Schneideler, Herbert G.
Schlanger, Herbert	Schmidt, Lawrence Jay
Schooley, Wert Willlliam	Schuck, John Joseph
Seleman, Paul Henry	Shaban, Ingrio Eleanor
Shook, William Henry	Simpson, Robert Jacobs
Simcik, James Charles	Siqueido, Thomas Walter
Skinner, Herbert Arthur	Skinner, Macie Leo
Smiley, Willlliam B.	Smith, Billy Jack, Sr,
Smith James E.	Smith, Steven Custer
Sneary, Charles Kenneth	Solomon, William N.
Spares, Donald E.	Spearman, Robert A.
Speck, James Wallace, Jr.	Stevens, J. C.
Stevens, John Robert	Strote, Lee Aubrey
Stubbins, Gregory Michael	Swainson, Ralph Winfield Jr.
Thibault, Albert Robert	Thomas, Leonard Gene
Thompson, George M.	Townsend, Gregory Allen
Trombley, Louis David	Troncale, Nick
Turcotte, Wilfred Joseph	Twarkouski, Eugene Henry
Uswald, Samuel	Utash, Otto C.

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VanScoyk, Calvin L.  
Voltz, Robert  
Wagner, Jake  
Warne, Clarence Edward  
Waters, Earl Scott  
Weersing, Norman Oakes  
West, John Roy  
Wiest, Byron Allen  
Williams, Richard John  
Wilson, James Woodrow  
Wirth, Henry Thomas  
Woodward, Charles Irwin  
Young, John Stewart  
Zapp, James E.

Verardo, Calvin L  
Voris, Cralg Alan  
Wagner, John  
Warren, Clyde H.  
Weeks, Gordon O.  
West, Howard William  
Whittaker, James Richard  
Williams, George Washington  
Willyard, Harlan Everett Dean  
Wilson, Malcolm Elliott  
Woods, William David, Sr.  
Woosley Lowell Manning  
Zane, Harry Joseph

# **CEMETERIES**

# List of cemeteries in California

From Wikipedia, the free encyclopedia

This **list of cemeteries in California** includes currently operating, historical (closed for new interments), and significant defunct (graves removed) cemeteries, crematoria, mausolea in the state of California. It does not include pet cemeteries. Selected interments are given for notable people. Some Southern California counties have a high proportion of celebrity gravesites, due to the US film and television industries being located there.

## Contents

Alameda · Alpine · Amador · Butte · Calaveras · Colusa · Contra Costa · Del Norte · El Dorado · Fresno · Glenn · Humboldt · Imperial · Inyo · Kern · Kings · Lake · Lassen · Los Angeles · Madera · Marin · Mariposa · Mendocino · Merced · Modoc · Mono · Monterey · Napa · Nevada · Orange · Placer · Plumas · Riverside · Sacramento · San Benito · San Bernardino · San Diego · San Francisco · San Joaquin · San Luis Obispo · San Mateo · Santa Barbara · Santa Clara · Santa Cruz · Shasta · Sierra · Siskiyou · Solano · Sonoma · Stanislaus · Sutter · Tehama · Trinity · Tulare · Tuolumne · Ventura · Yolo · Yuba · See also · References · External links

## Alameda County

- Cathedral of Christ the Light Mausoleum, Oakland<sup>[1]</sup>
- Cedar Lawn Memorial Park, Fremont
- Centerville Pioneer Cemetery (also known as Centerville Presbyterian Cemetery), Fremont
- Chapel of Memories Columbarium, Oakland<sup>[2]</sup> – Ernest O. Lawrence, Joseph R. Knowland
- Chapel of the Chimes, Hayward – Spade Cooley, Daniel Sakai
- Chapel of the Chimes, Oakland – John Lee Hooker
- County Cemetery (a "Potter's field"), San Leandro<sup>[3]</sup>
- Dominican Sisters of Mission San Jose Cemetery, Fremont<sup>[4]</sup>
- Dublin Pioneer Cemetery, Dublin
- Evergreen Cemetery, Oakland – Huey P. Newton, Earl "Fatha" Hines, memorial to the Jonestown victims
- Holy Ghost Cemetery, Fremont
- Holy Sepulchre Cemetery, Hayward – Tony Lema, Fran Ryan
- Home of Peace Cemetery, Oakland
- IOOF Memory Gardens Cemetery, Livermore
- Irvington Memorial Cemetery, also known as Fremont Memorial Park, Fremont – Rosalina Abejo
- Lone Tree Cemetery, Fairview – William Dutton Hayward (namesake of the adjacent city of Hayward), Pete Knight (rodeo star), Bob Sweikert (Indy 500 winner), Charlie Becker (the "Mayor of Munchkinland" in *The Wizard of Oz*)
- Mission San Jose Cemetery, Fremont – Ygnacio Martínez
- Mount Calvary Cemetery, San Leandro
- Mount Eden Cemetery, Hayward
- Mount Saint Joseph Cemetery (aka All Saints or Portuguese Cemetery), Hayward
- Mountain View Cemetery, Oakland – Henry J. Kaiser, Julia Morgan, Elizabeth Short

- Oak Knoll Pioneer Memorial Park, former cemetery, now a park (all gravestones removed), Livermore
- Pleasanton Memorial Gardens Cemetery, also known as IOOF Cemetery, Pleasanton Pioneer Cemetery, Pleasanton
- Roselawn Cemetery, also known as Masonic Cemetery, Livermore
- San Lorenzo Pioneer Memorial Park, also known as San Lorenzo Pioneer Cemetery, San Lorenzo (managed by the Hayward Area Historical Society)
- Saint Augustines Cemetery, Pleasanton
- Saint Josephs Cemetery, Fremont
- Saint Mary Cemetery, Oakland – Juan Bautista Alvarado, John Walter Ehle, Slip Madigan
- Saint Michael's Cemetery, Livermore

## Alpine County

- Fredericksburg Cemetery, Fredericksburg

## Amador County

- Pine Grove Cemetery, Pine Grove
- Sutter Creek City Cemetery, Sutter Creek
- Sutter Creek Catholic Cemetery, Sutter Creek
- Plymouth Memorial Cemetery, Plymouth
- Jackson City Cemetery, Jackson City
- Ione Public Cemetery, Ione
- Fiddletown Cemetery, Fiddletown

## Butte County

- Bangor Cemetery, Bangor
- Gridley-Biggs Cemetery, Gridley
- Cherokee Cemetery, Oroville
- Chico Cemetery, Chico – Ted W. Lawson

## Calaveras County

- Altaville Catholic Cemetery, Angels Camp
- Peoples Cemetery, San Andreas – Diana Adams

## Colusa County

- Colusa Cemetery, Colusa
- College City Cemetery, College City

## Contra Costa County

- Valley Home Memorial Park, Oakdale<sup>[10]</sup>

## Sutter County

- Sutter Cemetery, Sutter – Dolly Gray

## Tehama County

- Tehama Cemetery, Tehama
- Oak Hill Cemetery, Red Bluff
- Los Molinos Cemetery, Los Molinos

## Trinity County

## Tulare County

- Smith Mountain Cemetery, Dinuba
- Tulare Cemetery, Tulare

## Tuolumne County

## Ventura County

- Assumption Cemetery, Simi Valley<sup>[11]</sup>
- Bardsdale Cemetery, Bardsdale <sup>[12]</sup>
- Conejo Mountain Funeral Home, Memorial Park and Crematory, Camarillo – Frank McDonald
- El Rancho Simi Pioneer Cemetery, also known as Simi Valley Public Cemetery, Simi Valley<sup>[11][13][14][15]</sup>
- Hueneme Masonic Cemetery, Oxnard<sup>[16][12]</sup>
- Ivy Lawn Memorial Park, Ventura – Saint Francis Dam disaster mass grave
- Mt. Sinai Memorial Park, Simi Valley<sup>[11]</sup>
- Nordhoff Cemetery, Ojai<sup>[14]</sup>
- Oxnard Japanese Cemetery, Oxnard<sup>[17]</sup>
- Santa Paula Cemetery, Santa Paula<sup>[12]</sup>

## Yolo County

## Yuba County

- Smartville Cemetery

- California Cemetery Records at Interment.net website (<http://www.interment.net/us/ca/index.htm>)
- Find A Grave website (<http://www.findagrave.com/>)
- El Dorado County Pioneer Cemeteries Commission website (<http://www.usgennet.org/usa/ca/county/eldorado1/>)
- California Cemeteries list from U. S. Geological Survey (<http://files.usgwarchives.net/ca/usgs-cemetery.txt>)

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Categories: Lists of cemeteries in the United States | Cemeteries in California

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# TopoZone

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## California Topographic Maps (USGS Quad Topo Maps) & Aerial Photos

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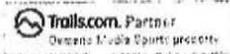
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# **GROUND PENETRATING RADAR**

COMPANIES USING GROUND PENETRATING RADAR (GPR) TO  
SURVEY CEMETERIES

Follow-up by Teresa Jordan

Compiled on December 29, 2013

December 19, 2013 - 1:58 PM

American Cultural Resources Association (ACRA)  
[3601 E. Joppa Road  
Baltimore, MD 21234  
Phone: (888)344-9858  
Website: [acra.crm.org](http://acra.crm.org)]  
Mr. Wade Catts, President  
[John Milner Associates  
535 N. Church Street  
West Chester, PA 19380]  
Telephone No. : (610)436-9000

I called and spoke with Mr. Wade Catts.  
I called him because I had read the ACRA's news to its members on its website about the U.S. Army's moratorium on the use of GPR surveys in its cemeteries.  
Mr. Catts asked were I had learned about this and I told him that it was on the ACRA website, and I did not find the information on the U.S. Army's website.  
I told him a bit about the cemetery, and I also brought up the UCLA GPR survey (I had recently read on the Internet), and why I was reasearching GPR.  
Mr. Catts will have Mr. Joe Joseph from New South Associates contact me.  
Mr. Catts also mentioned Teresita Majweski from Statistical Research (SRI).

December 20, 2013 - 9:55 AM

Ms. Jordan, this is Joe Joseph with New South Associates. My number is 770 498 4155, extension 102. Wade Catts had asked that I call you regarding the Army moratorium on the use of GPR in cemeteries. I've sent a copy of the moratorium as well as the/our ACRA

newsletter article on the moratorium to you via the mail but I'd be glad to discuss it with you. I don't think it has any basis at all for use of GPR as a survey technique. Our firm does that type of work and we do a significant number of cemetery surveys with GPR that have a very high resolution. So in any case if you have any questions would like to give me a call please feel free to do so and I'm looking forward to hearing from you. If you do not call me today, I'm on East Coast time, I'll be out next week for the holidays. So it will have to be some time after that. Thanks very much. Bye.

December 20, 2013 - 11:42 AM

I called Mr. Joseph and left a message.

Company Name: New South Associates  
6150 E. Ponce de Leon Avenue  
Stone Mountain, Georgia 30083  
Telephone No. : (770)498-4155, extension 102

December 20, 2013 - 11:45 AM

Ms. Jordan, this is Joe Joseph returning your call...

I answered the telephone.

Mr. Joseph said there is no concern using GPR.

New South Associates has a high success rate using it. Do significant number of cemetery surveys.

Mr. Joseph said he Arlington National Cemetery was a former swamp, and that the land has been shaped modified.

There is a problem with the high water table.

The Arlington National Cemetery records are in disarray.

Mr. Joseph said that the Army paid an exorbitant amount of money for the survey.

Mr. Joseph said that the 70% of burials rate found during the Arlington National Cemetery GPR survey is good.

Mr. Joseph suggested I contact Mr. Bill Silva from CALDOT at [bill\\_silva@dot.ca.gov](mailto:bill_silva@dot.ca.gov).

December 20, 2013 - 12:09 PM

www.TOPOGRAPHIX.com

Mr. Robert Perry, Owner

P.O. Box 333

Hudson, NH 03051

Telephone No. : (603)429-4417

"Dedicated to Affordable Cemetery Mapping Services"

I called and spoke with Mr. Robert Perry.

I gave Mr. Perry a brief summary of why I am doing research on ground penetrating radar(GPR) use in cemeteries.

I was calling him because of the California cemeteries listed on his website.

Mr. Perry said that TOPOGRAPHIX is an East Coast company. His son did the work in California.

Mr. Perry said he specializes in cemeteries; that his business is exclusive.

I also brought up the matter of the U.S. Army's moratorium. Mr. Perry said that the Army fired the company.

Mr. Perry said that he is currently working on the Congress Cemetery where 46 Senators are buried, and so are non-government people.

Mr. Perry has a pricing schedule. He will mail the information to me.

Back to the website's list of U.S. South and West cemeteries. Mr. Perry gave me the following contact information for the California cemeteries:

- Artesia, CA - Artesia Cemetery  
[2010]  
Joyce Yeutter  
(562)865-8858
- Murphys, CA - St. Patrick's Catholic Cemetery  
[December 2010]  
Joseph M. Senn  
(209)728-1412  
P.O. Box 305  
Murphys, CA 95247
- San Juan Capistrano, CA - San Juan Cemetery  
[7/5/2011]  
Mike Wesner  
(714)282-3101

OTHER CEMETERIES IN CALIFORNIA WHERE GROUND PENETRATING  
RADAR(GPR) SURVEYS HAVE BEEN UNDERTAKEN

Follow-up by Teresa Jordan

Compiled on December 29, 2013

December 23, 2013 - 2:06 PM

Restore St. Mary's Cemetery Project  
Steven Schleder  
Telephone No. : (805) 644-4449  
San Buenaventura, CA 93001

Hello Teresa, this is Steve Schleder returning your call from the other day in regards to the cemetery. I will continue to try to get a hold of you in the future.

December 26, 2013 - 1:46 PM

I called Mr. Schleder but the phone wasn't ringing.

December 26, 2013 - 4:23 PM

I called Mr. Schleder and left a message.

December 26, 2013 - 5:20 PM

Mr. Schleder called and I answered the telephone. I gave him a brief summary of why I was researching ground penetrating radar surveys of cemeteries. Mr. Schleder said that the "scans" information on the website are GPR surveys. Mr. Schleder said that one survey was done by the (City of Ventura) contractor. And one was an independent surveyor. Mr. Schleder said that the areas of bare soil could be scanned. Mr. Schleder said that the independent surveyor had problems with the parking lot which is concrete and crushed granite; not able to survey that area.

Mr. Schleder said that the City of Ventura's survey contractor did the subsurface survey October 2005.

Mr. Schleder said that the independent survey of the subsurface was done July 2006.

Mr. Schleder suggested I look up the 2006 survey on the website for further information.

I said that I have learned a lot about GPR; that a company's qualifications, and the quality of the survey are important.

Mr. Schleder said to call him if I need help.

The independent survey was done by:

Subsurface Surveys & Associates (SSS)  
Gary Crosby, PhD, Chief Geophysicist  
Leopold Mairesse, Principal Vice President,  
Sr. Geophysicist  
2075 Corte Del Nogal, Suite W  
Carlsbad, CA 92011  
Telephone No. : (760)476-0492

ANALYSED OR SURVEYED TOPOGRAPHIX.COM CALIFORNIA CEMETERIES

Follow-up by Teresa Jordan

1. December 27, 2013 - 11:20 AM

Name: Murphys St. Patrick's Cemetery  
Location: 620 Sheep Ranch Road  
Murphys, CA  
Contact Person: Joseph M. Senn  
Telephone No. : (209)728-1412  
Contact Person: Ann Rooney, Manager  
Telephone No. : (209)728-8680  
Mailing Address: P.O. Box 1792  
Murphys, CA 95247  
Website: [www.murphysstpatrickscemetery.com](http://www.murphysstpatrickscemetery.com)

Mr. Senn said that it is an open cemetery.  
Mr. Senn said the cemetery is 3 acres.  
Mr. Senn said that Mr. Perry (owner of TOPOGRAPHIX) specializes in cemeteries.  
[The survey was done in 2010.]  
\*Mr. Senn said the ground penetrating radar (GPR) showed several blank spots.  
\*Picked up 60 to 70 unmarked gravesites.  
\*Took Mr. Perry's list and marked it (cemetery?).  
Mr. Senn said the cemetery is 150 years old.  
Mr. Senn said that in 1893 a Judge (Smith) said that in Calaveras County to set-up cemeteries along the school districts' boundaries.  
Mr. Senn said they have built a columbarium.

2. December 27, 2013 - 11:43 AM

Name: Artesia Cemetery  
Location: 11142 E. Artesia Blvd.  
(Cerritos) Artesia, CA  
Mailing Address: P.O. Box 728, Artesia, CA 90702-0728  
Contact Person: Joyce Yeutter, District Manager  
Telephone No. : (562)865-6300  
(562)865-8858 [After Hours]  
E-mail: [jyeutter@artesiacementerydistrict.com](mailto:jyeutter@artesiacementerydistrict.com)  
Website: [artesiacementerydistrict.com](http://artesiacementerydistrict.com)

Mrs. Yeutter said that it is an open cemetery.  
Mrs. Yeutter said the cemetery is 13 acres (17 acres  
altogether).

[The analysis was done in 2010.]

\*Mrs. Yeutter said could not do it (GPR) because of  
the cost.

\*She wishes they could.

Mrs. Yeutter said they are switching to niches.

[The cemetery is 100 years old.]

3. December 27, 2013 - 12:03 PM

Name: Mission San Juan Capistrano Cemetery

Location:

San Juan Capistrano, CA

Contact Person: Michael Wesner, Director of Catholic  
Cemeteries

Mailing Address: 13280 Chapman Avenue  
Garden Grove, CA 92840

Telephone No. : (714)282-3101

Fax No. : (714)282-3029

Website: [www.occem.org/cemetery-locations/contact-  
information](http://www.occem.org/cemetery-locations/contact-information)

Mr. Wesner said that the GPR survey was done (2011) by  
Mr. Perry and his son.

Mr. Wesner said the cemetery is 3/4 of an acre to a  
full acre.

[The cemetery is 100 to 150 years old; possibly older.]

RESEARCH OF THE UCLA 2009 GROUND PENETRATING SURVEY  
AT THE PASCUAL MARQUEZ FAMILY CEMETERY (SANTA MONICA CANYON)

Follow-up by Teresa Jordan

December 30, 2013

Cotsen Institute of Archaeology  
UCLA  
308 Charles E. Young Dr. North  
A 210 Fowler Building/Box 951510  
(310)206-8934  
Los Angeles, CA 90095-1510  
[www.ioa.ucla.edu/](http://www.ioa.ucla.edu/)

[NOTE: UCLA's Cotsen Institute of Archaeology co-sponsored the 2 days workshop. Dean Goodman, a Cotsen research associate, who undertook the ground penetrating survey with Brian Damiata, operates Geophysical Archaeometry Laboratory in Woodland Hills. The Cotsen IOA received the Governor's Historic Preservation Award for the project.]

December 31, 2013 - 9:59 AM

Called and left a message for Mr. Dean Goodman.

Geophysical Archaeometry Laboratory  
20014 Gypsy Lane  
Woodland Hills, CA 91364  
(818)716-6957

December 31, 2013 - 10:46

Called and spoke with Diane Barclay with the California Parks Department regarding the Governor's Historic Preservation Awards nominations. I asked if a person can nominate. She said yes. She will fax me the information and later send the 2014 forms when they are available--(916)445-7026.

January 2, 2014 - 8:09 AM

Mr. Dean Goodman called. Mr. Goodman said that in 1989 he wrote software for the ground penetrating radar survey process. He mentioned that the military was not satisfied with the contractor who surveyed Arlington National Cemetery. He said that some persons doing GPR surveys may only have a high school education. I said that I have learned that a company's qualifications, and the survey's quality are important. Mr. Goodman said that there are 216 uses of GPR surveys. Mr. Goodman said that if developed properly can pick up anomalies. He mentioned that Christian graves are east-west burials. I thanked him for this information since I had not come across it in my research of cemeteries. I gave him a brief summary of why I have been researching GPR surveying for the past 2 to 3 weeks. Mr. Goodman said that he is a geophysicist. Mr. Goodman gave me his website ([www.gpr-survey.com](http://www.gpr-survey.com)) to get further information. Mr. Goodman has also co-written a book on the subject ([www.amazon.com](http://www.amazon.com), GPR Remote Sensing in Archaeology). Mr. Goodman was involved in the gpr survey of the Pasqual Marquez Family Cemetery because he knows the family. Mr. Goodman said that Cotsen, nor UCLA pay him. It's his software users who do. He said that he is expensive. Mr. Goodman said that he can give me the name of local contractors. I mentioned that I'm just gathering the information for the Cemetery District's staff. I thanked him very much for returning my call.

POSSIBLE OTHER CALIFORNIA CEMETERIES WHERE GROUND  
PENETRATING RADAR SURVEYS HAVE BEEN UNDERTAKEN

Compiled by Teresa Jordan

January 3, 2014

January 3, 2014 - 9:20 AM

Name: Alhambra Cemetery  
Contact Person: Andrea  
Martinez Historical Society  
Martinez, CA  
Telephone No. : (925)228-8160

I called and spoke with Andrea. Gave her a brief summary of why I am researching ground penetrating radar surveys of cemeteries. Since I could not get in touch with the company Failure Analysis Associates, Inc. from Menlo Park, CA--I read on the Internet the company's GPR Abstract which mentions the Historical Martinez Cemetery--I called the Martinez Historical Society because I did not want to give up on this information. Andrea said there are 2 pioneer cemeteries. The Alhambra Cemetery is owned by the City. The MHS has some information on the Alhamabra Cemetery, but the Recreation Department is the place to get more information. Andrea said the City closed for the holidays. There is also St. Catherine Sienna Cemetery(Catholic)nearby. Andrea suggested I call Pete Carpenter about St. Catherine's at (925)957-0895.

January 3, 2014 - 9:30 AM

Name: St. Catherine Sienna Cemetery(Catholic)  
Contact Person: Pete Carpenter  
Martinez, CA  
Telephone No. : (925)957-0895

I called and spoke with Mr. Carpenter. I told him that I got his number from Andrea of the Martizez Historical Society. I gave him a brief summary of why I am calling. Mr. Carpenter said that he is the cemetery's caretaker. He does not know about a survey.

COMPANIES USING GROUND PENETRATING RADAR(GPR) TO  
SURVEY CEMETERIES

Follow-up by Company

Compiled by Teresa Jordan

January 7, 2014

January 6, 2014 - 4:03 PM

High this is for Teresa Jordan. This is Donn Grenda with Statistical Research. I was trying to contact Teresa regarding issues with Ground Penetrating Radar in cemeteries.

I was referred to you from ACRA the American Cultural Resources Association.

If you could give me a call I would appreciate it. My number is (909)335-1896 and I think I can probably talk you through the issues. I'm here until 5 o'clock and all day tomorrow.

January 6, 2014 - 4:38 PM

I returned Mr. Grenda's call.

Mr. Grenda said that the ACRA sent out an E-mail to its members to contact me.

I gave him a brief summary of why I am researching GPR.

Mr. Grenda said that the SRI is an archaeological and anthropological firm; SRI has surveyed cemeteries.

Mr. Grenda said that it is important to define the problem--number of acres, and plot map. It is important to take into consideration the type of soils. Finally, it matters the type of sensing equipment used, and the interpretation of results.

The SRI worked on a Native American burial site(Playa Vista in Marina Del Rey); on Dove Cemetery in Atascadero; on the African Cemetery in New York; and a cemetery area in Tucson.

Mr. Grenda said that he worked with the State of California Cemetery Board.

The SRI has also published books on its surveying work; including a book on the Tucson Cemetery.

I can get more information at [www.sricerm.com](http://www.sricerm.com).

RESEARCH OF COMPANIES USING GROUND PENETRATING RADAR (GPR)

Compiled by Teresa Jordan

December 29, 2013

Company Name: Archaeo-Physics, LLC  
Contact Person: Geoffrey Jones  
Address: 4150 Dight Avenue, #110  
Minneapolis, Minnesota 55406  
Telephone No. : (612)379-0094  
GPR survey done on Dove Cemetery in Atascadero, CA  
Websites: [www.archaeophysics.com/burials](http://www.archaeophysics.com/burials)  
[www.atascadero.org/files/cd/SRI Dove Creek draft  
.pdf](http://www.atascadero.org/files/cd/SRI_Dove_Creek_draft.pdf)  
[www.sricrm.com/projects/dove cemetery.html](http://www.sricrm.com/projects/dove_cemetery.html)

Company Name: GEO-GRAF, Inc.  
Contact Person: Jay Graf  
Address: 1138 Pottstown Pike  
West Chester, PA 19380-4138  
Telephone No. : (800)690-3745  
Website: [www.geo-graf.com](http://www.geo-graf.com)

Company Name: GeoModel, Inc.  
Telephone No. : (703)777-9788  
Application: Locating Graves  
Website: [www.geomodel.com.California.htm](http://www.geomodel.com.California.htm)

Company Name: Ground Penetrating Radar Systems, Inc. (GPRS)  
Address: 6800 W. Central Avenue, Suite E1  
Toledo, OH 43617  
Telephone No. : (419)843-9804  
Applications: Cemeteries  
West Coast Division-Southern CA-Los Angeles  
Telephone No. : (213)278-4304  
(310)427-1358  
Website: <http://groundpenetratingradarvirginia.com>

Company Name: Historical Archaeological Research(HAR)  
Address: 4338 Hadley Court  
West Lafayette, IN 47906  
Telephone No. : (765)464-8735  
Applications: Cemetery Site Mapping  
Website: [www.har-indy.com/Cemetery\\_survey.html](http://www.har-indy.com/Cemetery_survey.html)

Company Name: New South Associates  
Contact Person: Joe Joseph, Ph.D, RPA  
Address: 6150 E. Ponce de Leon Avenue  
Stone Mountain, GA  
Telephone No. : (770)498-4155  
Applications: Surveying for Unmarked Burials  
Website: [www.newsouthassociates.com/services/cemetery.html](http://www.newsouthassociates.com/services/cemetery.html)

Company Name: Subsurface Surveys & Associates(SSS)  
Contact Person: Travis Crosby  
Address: 2075 Corte Del Nogal, Suite W  
Carlsbad, CA 92011  
Telephone No. : (760)476-0492  
GPR survey done on St. Mary's Cemetery in Ventura, CA.  
Website: [www.subsurfacesurveys.com](http://www.subsurfacesurveys.com)

Company Name: TOPOGRAPHIX  
Contact Person: Robert Perry  
Address: P.O. Box 333  
Hudson, NH 03051  
Telephone No. : (603)429-4417  
Specializes in cemeteries  
GPR survey done on Murphys St. Patrick's Cemetery  
Website: [www.topographix.com](http://www.topographix.com)

Company Name: Worksmart, Inc.  
Contact Person: Michael McGarry, President & COO  
Address: P.O. Box 442  
Paw Paw, MI 49079  
Telephone No. : (800)565-3347  
Applications: Cemetery Plots  
Website: [www.worksmartinc.net](http://www.worksmartinc.net)

Company Name: Historical Archaeological Research(HAR)  
Telephone No. : (812)919-4122  
Address: 418 N. Main Street  
Brownstow, IN 47220  
Applications: Cemetery Site Mapping - Precision Site  
Survey and Subsurface Imaging using  
Ground Penetrating Radar  
Website: [www.har-indy.com/Cemetery\\_survey.html](http://www.har-indy.com/Cemetery_survey.html)

Company Name: Statistical Research, Inc.  
Contact Person: Donn Grenda  
Telephone No. : (909)335-1896  
Address: 21 W. Stuart Avenue  
Redlands, CA 92374  
Applications: Historic Programs (Cemeteries)  
Website: [www.sricrm.com](http://www.sricrm.com)



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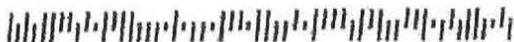
[www.TOPOGRAPHIX.com](http://www.TOPOGRAPHIX.com)  
Cemetery Mapping & GPR Services  
P. O. Box 333, Hudson NH 03051

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TO:

Mrs. Teresa Jordan  
3152 Shad Court  
Simi Valley, CA 93063

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## TOPOGRAPHIX®

PO Box 333  
Hudson NH 03051

### Are you in need of Cemetery Mapping Services?

If you are looking to computerize your cemetery mapping system, need maps created that will depict your cemetery in accurate detail, or Ground Penetrating Radar services, then TOPOGRAPHIX is your best source.

#### We offer:

- Computerized drafting of cemetery maps
- Expansion drawing for new cemetery areas
- Interment - cemetery management software
- Ground Penetrating Radar (GPR)

Give us a call at: **603-429-4417**  
(Mobil: 603-315-4488)

Email: [bobperry@topographix.com](mailto:bobperry@topographix.com)

Visit our website at [www.topographix.com](http://www.topographix.com)

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# TOPOGRAPHIX® LLC

Cemetery Mapping & Ground Penetrating Radar

**Robert W. Perry**  
Owner & Publisher

**U.S. HEADQUARTERS**

PO Box 333 Hudson, NH 03051  
Bus: 603-429-4417

Website: [topographix.com](http://topographix.com)

Email: [bobperry@topographix.com](mailto:bobperry@topographix.com)

*"Dedicated to Affordable Cemetery Mapping Services"*

## Cemetery Mapping Services

If you are looking to computerize your cemetery mapping system, need maps created that will depict your cemetery in accurate detail or need Ground Penetrating Radar services to locate unmarked graves, open burial space, utility lines or drainage systems, then TOPOGRAPHIX® LLC is your best source.

We offer the following services which are essential to both private and municipal cemeteries:

- Computerized Cemetery Maps
- On-site Survey Mapping (to delineate existing maps or create original plans)
- Ground Penetrating Radar with 3D-Imaging
- GPS Field Data Collection (for GIS & CAD Post-Processing)

### Computerized Cemetery Maps

If your current cemetery mapping system utilizes old paper maps, we computerize your existing maps and send you back a complete set of clear original prints showing all revisions and changes as required.

Our drafting service is affordable and gives you the option to computerize as few or as many maps as your budget allows and over any time period. We work very closely with cemetery staff to insure that all required information is transcribed correctly, including new revisions and updates. We work with any size maps, in any format, including hand drawn maps, rough sketches, photo copies, original plans and AutoCAD files

### On-Site Survey Mapping

A site survey of the cemetery property may be required to delineate and revise any existing cemetery maps or create a complete set of detailed drawings that are true depictions of the property.

A number of different methods are used to aid us in obtaining map accuracy. We combine GPS coordinates of land features with satellite imaging, as well as check measurements of walkways, tree lines, roadways, building, gates and other property features. If needed we add the location of park benches, water lines, drainage systems and fencing that can be used as visual landmarks on your maps.

Once your survey is completed, we take all pertinent information and create a plan view (overview) map of your cemetery. This is followed by a series of detailed maps that break down your cemetery section by section. Such maps include the lot numbers, grave numbers and the names of lot owners/interments if required

### Cemetery Mapping Software

We offer three software applications that are common for both private and municipal cemeteries:

- CorelDRAW (CDR),
- AutoCAD,
- GIS (Graphic Information System)

For cemeteries with non-existing software requirements (i.e., AutoCAD or GIS), we will design and draft your cemetery maps using a well-known professional graphics editing program called CorelDRAW that is easy to learn, easy to use and is ideal for making changes and revisions. In support, we have a number of video tutorials that show you step-by-step how to update your maps with names of interments and how to make drafting revisions as needed.

#### **Ground Penetrating Radar (GPR)**

We use non-intrusive Ground Penetrating Radar to investigate and determine the location of unmarked graves, burial vaults, headstones, as well as utility cables, buried pipes and pipe routes. We offer both Utility Scanning for real-time, sub-surface imaging and target locating, as well as 3D Scan Imaging for interactive analysis and data interpretation.

#### **GPS Field Data Collection (for GIS & CAD Post-Processing)**

Global Positioning System (GPS) is an essential part of TOPOGRAPHIX's Cemetery Mapping Services. We collect GPS survey grade data showing the position of the cemetery infrastructures (e.g., memorial markers, coping, service roads, monuments, headstones etc.) and land features, as well as fixed assets to the sub-foot mapping-grade. Based on client requirements, we can output the collected data for post-processing in CAD/GIS Mapping Applications.

#### **Cemetery Management Software - TIMS™**

We offer a Cemetery Management Software application called TIMS™. TIMS™ is an easy to use database application designed to provide cemetery managers with an effective and affordable way to manage all the information that comes with the daily operation of a cemetery. For additional details, I have enclosed an information sheet on TIMS.

#### **Pricing Schedule**

A generalized pricing schedule for mapping, GPR and field services is enclosed. We would first need to talk with you and review your project requirements before a price proposal could be generated.

#### **Completed Project**

When your project is completed, your computerized maps, along with all media files, are copied onto a CD and one set of hard copy original prints will be shipped to you. Unless otherwise required, hard copies are 24" x 36" and printed in grayscale (black & white) and bound on the end. We also have available 11" x 17" field manuals that come with a hard backing and spiral bond with an acetate cover.

#### **Local travel**

Local area travel to and from the airport or to and from the work site: \$40 per-hour

#### **Incidentals**

If an overnight stay is required to complete the site work, there is a \$275 per-day charge for incidentals.

#### **Air travel**

If travel by air is required, airfares and vehicle rental charges are billed for separately.

If you have any questions or need more information, please give us a call at **603-429-4417**



Robert W. Perry  
Owner/Publisher

**PRICING SCHEDULE (2013)**

**Drafting Services:**

Computerized map drafting	\$75 per hour
Expansion and design drafting	\$75 per hour
Revisions and map updating	\$75 per hour
Adding names to maps	\$1.10 per entry (Last name of lot owner or interment)

**Publishing:**

Printing maps (24x36)	\$ 12 per page
Strip binding	\$ 12 per set of maps
Field manual (11x17)	\$ 40 each (spiral bound, acetate top with hard backing)
CD-DVD (client files)	\$ 25 first copy: Additional copies \$12 each
Map reductions	\$ 10 each
Scanning (black & white)	\$ 18 each
Scanning (color)	\$ 20 each

**Ground Penetrating Radar Data Processing:**

Drafting GPR survey map	\$75 per hour: Based on the number of anomalies located
3-D data processing	\$100 per scan section
Picture imaging (JPEG)	\$12 per scan section
Typed report with findings	\$250

Global Position System (GPS) \$200 – Exporting collected data files for to CAD/GIS

**TOPOGRAPHIX FIELD SERVICES**

Onsite survey mapping: \$1,450 per day (Evaluate existing maps, delineate existing cemetery property and burial parcels or to create original cemetery maps).

Ground Penetrating Radar: \$3,300 per-acre or \$1,850 per-day based on terrain, soil content or surface materials such as asphalt, concrete and cement.

GPS Data Collection (Field Mapping) \$880 per day (\$110 per hour)  
 (Sub-meter to sub-foot conversion)

TRAVEL

Local area travel (or to and from airport): \$40 per/hr (to and from work site)

Incidentals

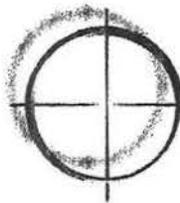
\$275 per day when an overnight stay is required

Air travel

If travel by air is required, airfares, vehicle rental and GPR equipment charges are billed separately.

Software

Cemetery mapping and cemetery management software is sold by 3rd party vendors. Unless otherwise specified in the service agreement, cost of software is not included.



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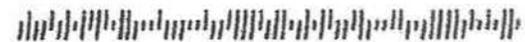
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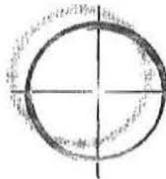


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ARLINGTON, VIRGINIA 22211

SASA-ANC

SEP 11 2012

MEMORANDUM FOR RECORD

SUBJECT: Moratorium on Ground Penetrating Radar for Army Cemetery Purposes

1. **SUMMARY.** Extensive pilot tests completed at Arlington National Cemetery in 2010 demonstrated that ground penetrating radar (GPR) and other technology currently being used to determine irregularities below the ground with regards to interred individuals, caskets and urns are statistically unreliable and subject to a wide range of interpretation. Subject matter experts have provided analysis stating that the results of GPR introduce more uncertainty than conclusive evidence for individual gravesites. The significant costs associated with GPR also far outweigh any reasonable expectation of benefit for cemetery purposes. Therefore, GPR and other technology currently being used to determine irregularities below the ground will not be used for cemetery purposes on Army property until further notice.

2. **BACKGROUND.**

a. Arlington National Cemetery conducted an exhaustive geophysical investigation of three of its newest burial sections (59, 65 and 66) to determine if buried anomalies were present at locations with and without headstones, including special interest sites where anomalies were thought possible. The geophysical surveys were conducted from June-August 2010 using electromagnetic, magnetic and GPR techniques. This data was then analyzed in March 2011.

b. The geophysical investigation surveyed 27.04 acres across the three sections at Arlington, which included 20,678 lots (15,542 gravesites with headstones; 5,136 lots without headstones). Based on the findings of the subsequent analysis, only 70.0% of the existing plots yielded expected results, in which buried anomalies were present where expected or absent where expected. Of the remaining 30%, 11.7% of existing or potential plots yielded unexpected results (buried anomalies were not present when expected, present where not expected, or shifted from expected locations), and 18.3% of the existing or potential plots were represented by data that could not be conclusively reported. These GPR error rates were produced by analyzing three of the newest burial sections in Arlington National Cemetery. Results for analyzing older sections were expected to introduce even more uncertainty.

c. In addition to reaching inconclusive results even with the significant costs, these results were also subject to a wide range of interpretation from those private industry

SASA-ANC

SUBJECT: Moratorium on Ground Penetrating Radar for Army Cemetery Purposes

and Department of Defense subject matter experts participating in the geophysical investigation.

**3. MORATORIUM.**

a. Based on the results described above from tests completed at Arlington National Cemetery, effectively immediately, GPR and other technology currently being used to determine irregularities below the ground will not be used for cemetery purposes on Army property until further notice.

b. The moratorium includes GPR and other technology currently being used to determine irregularities below the ground conducted at U.S. Government or private expense.

c. I will personally approve any requested exception to this policy.

**4. POINT OF CONTACT FOR MORE INFORMATION.** Point of contact for this memorandum is Ms. Kate Kelley, ANMC Chief of Standards and Evaluation, (703) 614-1062 and [katharine.kelley.civ@mail.mil](mailto:katharine.kelley.civ@mail.mil).



KATHRYN A. CONDON  
Executive Director

# AWARDS



## National Science Foundation

Directorate for Social, Behavioral & Economic Sciences (SBE)

### SENIOR ARCHAEOLOGY AWARD INFO

---

Target dates: December 20 and July 1

Senior awards normally support research of Ph.D. level investigators with the goal to further anthropologically significant archaeological research. All geographic regions and time periods are eligible for consideration and grants are provided for both field and laboratory research. The Program welcomes applications for all types of research projects which can be justified within an anthropological context. Requests for conferences, publications, curation and data base development although less frequent, may also receive support. Many proposals are jointly reviewed with other NSF Programs and research which crosses disciplinary boundaries is welcome. The Foundation limits awards to five years and imposes no maximum dollar amount. During the government fiscal year 2012, 31 of 148 submissions (21%) received support and a distribution of award size and duration is presented below.

#### **NSF Required Data Management Plan**

Proposals submitted to NSF must include a supplementary document of no more than two pages labeled "Data Management Plan" (DMP). This supplementary document should describe how the proposal will conform to NSF policy on the dissemination and sharing of research results. For more information about this new requirement, please see the **Grant Proposal Guide, Chapter II.C.2.j** and the **Data Management and Sharing Frequently Asked Questions (FAQs)**. **Please note:** the SBE Directorate has additional guidance for proposals submitted to SBE programs, please see **Data Management for NSF SBE Directorate Proposals and Awards**. Questions should be addressed to John Yellen via e-mail ([jyellen@nsf.gov](mailto:jyellen@nsf.gov)). While the Archaeology Program does not sponsor or have an official arrangement with any data archive it would note that two organizations provide this service.

- Open Context <http://opencontext.org> and <http://opencontext.org/about/publishing>. One may contact Open Context's Editor [publish@opencontext.org](mailto:publish@opencontext.org) for further information.
- The Digital Archaeological Record (tDAR; <http://www.tdar.org>). One may contact Francis P. McManamon, Executive Director of Digital Authority (480-965-6510; [fpmcmanamon@digitalantiquity](mailto:fpmcmanamon@digitalantiquity) who maintains and develops tDAR.

In addition to the NSF guidance, you may find the **guidance** provided by the Society for American Archaeology (SAA) helpful. Additional resources can be found at the SAA site.

Proposals are evaluated by both outside reviewers selected for specific expertise in the applicant's subject area and a panel of anthropological archaeologists which convenes twice yearly. The Fall panel generally meets in October/November and the Spring meeting is held in conjunction with the Society For American Archaeology convention. Applicants are invited to contact the Program Director to determine panel dates and then to inquire about application

contact the Program Director to determine panel dates and then to inquire about application outcome. They are also directed to the Fastlane template which permits them to suggest names of potential reviewers and to note inappropriate individuals.

Applicants should follow instructions in the **Grant Proposal Guide** and are required to submit proposals electronically through the NSF **Fastlane** system. They should also read the **Answers to Frequent Proposal Preparation Questions** in the Archaeology Program web site.

Data from NSF fiscal year 2012

Award duration (months)	Number of Awards
3	1
12	7
18	1
24	10
36	9
48	2
60	1

Award amount	Number of awards
\$0 - \$50,000	1
\$50,000 - \$100,000	7
\$100,00 - \$150,000	2
\$150,000 - \$200,000	12
\$200,000 - \$250,000	7
\$250,000 - \$300,000	2



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 Directorate for Education & Human Resources (2076)  
 Office of Polar Programs(2)

#### Award Amount

Less than or equal \$50,000(6424)  
Between \$50,001 - \$100,000(3980)  
Between \$100,001 - \$500,000(13924)  
Between \$500,001 - \$1,000,000(2303)  
More than \$1,000,000(1563)

#### Award Instrument

Standard Grant(17170)  
Gaa(1)  
Continuing Grant(9296)  
Cooperative Agreement(248)  
Interagency Agreement(357)  
Contract(126)  
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Fellowship(220)  
Boa/task Order(20)  
Contract Interagency Agreement(90)

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#### RAPID: Testing Geophysical Prospection and Mapping Methods for Early Christian Cemeteries in Iceland

Award Number:1242829; Principal Investigator:Douglas Bolender; Co-Principal Investigator:Brian Damliata, John Steinberg; Organization:Field Museum History;NSF Organization:PLR Award Date:08/01/2012; Award Amount:\$28,680.00; Relevance:74.89;

#### Acquisition of Geophysical Survey Equipment and Computer Processing Support for Archaeology

Award Number:0619464; Principal Investigator:George Crothers; Co-Principal Investigator:Christopher Pool, Jonathan Phillips, David Pollack, Richard J Organization:University of Kentucky Research Foundation;NSF Organization:BCS Award Date:09/01/2006; Award Amount:\$93,693.00; Relevance:71.4

#### MRI: Acquisition of Instruments for 3D Digital Mapping of Historic Structures and Archaeological Sites

Award Number:1229521; Principal Investigator:Beverly Chiarulli; Co-Principal Investigator:Robert Moore, Benjamin Ford, Sarah Neusius, Phillip Neusius Organization:Indiana University of Pennsylvania Research Institute;NSF Organization:BCS Award Date:09/01/2012; Award Amount:\$243,439.00; Relevance:71.4

#### Doctoral Dissertation Improvement Grant: Life and Death at Brothertown, An Archaeology of Endurance

Award Number:0814483; Principal Investigator:Robert Preucel; Co-Principal Investigator:Craig Cipolla; Organization:University of Pennsylvania;NSF Organization:BCS Award Date:07/01/2008; Award Amount:\$14,972.00; Relevance:68.57;

#### Household, Community, and Power in Precolumbian Puerto Rico

Award Number:0106520; Principal Investigator:Luis Curet; Co-Principal Investigator:Lee Newsom; Organization:Field Museum of Natural History;NSF Organization:BCS Award Date:07/15/2001; Award Amount:\$59,967.00; Relevance:67.91;

#### Collaborative Research: Fusion of Electromagnetic and Mechanical Wave Data for Concrete Structure Diagnostics

Award Number:0600578; Principal Investigator:Sara Wadia-Fascetti; Co-Principal Investigator:Carey Rappaport, Eric Miller; Organization:Northeastern University;NSF Organization:CMMI Award Date:08/01/2006; Award Amount:\$316,399.00; Relevance:59.05;

#### A Multi-Channel Array Ground Penetrating Radar System for Rapid Subsurface Investigation

Award Number:9461754; Principal Investigator:Liang Zie Hu; Co-Principal Investigator:; Organization:International New Wave Technology Inc;NSF Org Award Date:07/01/1995; Award Amount:\$64,521.00; Relevance:58.68;

#### Chieftom to Manor: Using Ground Penetrating Radar on Viking Age and Medieval Archaeological Sites in Skagafjörður, Iceland

Award Number:0453892; Principal Investigator:John Steinberg; Co-Principal Investigator:Brian Damliata, Dean Goodman, E. Paul Durrenberger; Organization:University of California-Los Angeles;NSF Organization:BCS Award Date:03/01/2005; Award Amount:\$39,969.00; Relevance:57.89;

#### Excavation Testing of Ground Penetrating Survey at Verberie, France

Award Number:0817575; Principal Investigator:James Enloe; Co-Principal Investigator:Francoise Audouze; Organization:University of Iowa;NSF Org Award Date:08/15/2008; Award Amount:\$25,200.00; Relevance:57.74;

#### Acquisition of Equipment for Investigating Coincident Seismic and GPR Imaging

Award Number:0002233; Principal Investigator:Gregory Baker; Co-Principal Investigator:; Organization:SUNY at Buffalo;NSF Organization:EAR Award Date:08/01/2000; Award Amount:\$38,529.00; Relevance:56.92;

#### Doctoral Dissertation Research: Comparing the Effects of Holocene and 20th Century Drought on Minnesota's Lakes

Award Number:0526314; Principal Investigator:Bryan Shuman; Co-Principal Investigator:; Organization:University of Minnesota-Twin Cities;NSF Org Award Date:08/15/2005; Award Amount:\$12,000.00; Relevance:56.47;

#### RUI: Acquisition of Geophysical Survey Instruments for Archaeological Research and Training

Award Number:0319877; Principal Investigator:Robert McCullough; Co-Principal Investigator:Andrew White; Organization:Purdue University;NSF Org Award Date:08/01/2003; Award Amount:\$92,961.00; Relevance:56.46;

#### Collaborative Research: Outbursts from an Ice-Dammed Lake

Award Number:9812944; Principal Investigator:Joseph Walder; Co-Principal Investigator:; Organization:Geological Survey-Menlo Park;NSF Organization:EAR Award Date:02/15/1999; Award Amount:\$15,742.00; Relevance:56.39;

#### US Egypt Cooperative Research: Integrated Remote Sensing and Shallow Geophysical Investigations on the Pelusiac River

Award Number:1004168; Principal Investigator:Shuhab Khan; Co-Principal Investigator:; Organization:University of Houston;NSF Organization:IIA Award Date:10/01/2010; Award Amount:\$57,256.00; Relevance:56.22;

Investigating the Development of Agriculture in Southern Europe: Recovering and Interpreting Economic Evidence from Neolithic Danil  
Award Number:0422195; Principal Investigator:Andrew Moore; Co-Principal Investigator:; Organization:Rochester Institute of Tech;NSF Organization:IIA Award Date:07/01/2004; Award Amount:\$215,592.00; Relevance:56.19;

#### Collaborative Research: Fusion of Electromagnetic and Mechanical Wave Data for Concrete Structure Diagnostics

Award Number:0600062; Principal Investigator:John Popovics; Co-Principal Investigator:; Organization:University of Illinois at Urbana-Champaign;NSF Organization:CMMI Award Date:08/01/2006; Award Amount:\$77,463.00; Relevance:56.19;

#### Village Specialization, Trade and Warfare in Early Neolithic Belgium

Award Number:0314489; Principal Investigator:Lawrence Keeley; Co-Principal Investigator:; Organization:University of Illinois at Chicago;NSF Org Award Date:07/01/2003; Award Amount:\$222,709.00; Relevance:56.07;

#### Computing and Retrieving 3D Archaeological Structures from Subsurface Surveying

Award Number:0431070; Principal Investigator:Kostas Danilidis; Co-Principal Investigator:W. Frederick Limp, Alexei Vranich, Jianbo Shi, George Blros Organization:University of Pennsylvania;NSF Organization:IIS Award Date:10/15/2004; Award Amount:\$1,068,000.00; Relevance:56.04;

#### Collaborative Research: Cool Robot to support Greenland science campaigns

Award Number:0806075; Principal Investigator:Jack Dibb; Co-Principal Investigator:; Organization:University of New Hampshire;NSF Organization:PLR

Award Number:060607; Principal Investigator:Jack Gibb; Co-Principal Investigator;; Organization:University of New Hampshire;NSF Organization:PLR Award Date:10/01/2010; Award Amount:\$145,103.00; Relevance:56.0;

**COLLABORATIVE RESEARCH: Drillsite Reconnaissance and Snow Chemistry Survey in Denali National Park**

Award Number:0713974; Principal Investigator:Karl Kreutz; Co-Principal Investigator;; Organization:University of Maine;NSF Organization:PLR Award Date:09/15/2007; Award Amount:\$95,200.00; Relevance:55.87;

**COLLABORATIVE RESEARCH: Drillsite Reconnaissance and Snow Chemistry Survey in Denali National Park**

Award Number:0714004; Principal Investigator:Cameron Wake; Co-Principal Investigator;; Organization:University of New Hampshire;NSF Organization:PLR Award Date:09/15/2007; Award Amount:\$94,389.00; Relevance:55.86;

**Collaborative Research: SEI (EAR): Adaptive Fusion of Stochastic Information for Imaging Fractured Vadose Zones**

Award Number:0431079; Principal Investigator:Tian-Chyi Jim Yeh; Co-Principal Investigator:Bernard Zeigler, Salim Hariri; Organization:University of A Organization:IIS Award Date:09/15/2004; Award Amount:\$551,269.00; Relevance:55.81;

**Doctoral Dissertation Improvement Grant: Determining Early Elite Strategies through Household Excavations in the northern Lake Titicaca**

Award Number:0115233; Principal Investigator:Mark Aldenderfer; Co-Principal Investigator;; Organization:University of California-Santa Barbara;NSF Organization:BCS Award Date:07/01/2001; Award Amount:\$12,000.00; Relevance:55.7;

**Shetland Islands Climate and Settlement Project: Multidisciplinary Analysis of Environmental Catastrophes on Northern Coastlines**

Award Number:1026911; Principal Investigator:Gerald Bigelow; Co-Principal Investigator;; Organization:Bates College;NSF Organization:PLR Award Date:09/01/2010; Award Amount:\$619,080.00; Relevance:55.68;

**Altithermal Occupation of the High Plains**

Award Number:9423198; Principal Investigator:David Meltzer; Co-Principal Investigator;; Organization:Southern Methodist University;NSF Organization:PLR Award Date:05/01/1995; Award Amount:\$20,000.00; Relevance:55.68;

**Collaborative Research: Outburst from an Ice-Dammed Lake**

Award Number:9812945; Principal Investigator:Suzanne Anderson; Co-Principal Investigator;; Organization:University of California-Santa Cruz;NSF Organization:PLR Award Date:02/15/1999; Award Amount:\$73,813.00; Relevance:55.67;

**Collaborative Research: Outbursts Flood From an Ice-Dammed Lake**

Award Number:9812973; Principal Investigator:Andrew Fountain; Co-Principal Investigator;; Organization:Portland State University;NSF Organization:PLR Award Date:02/15/1999; Award Amount:\$209,734.00; Relevance:55.67;

**Problem-Based Geophysical Learning Experiences for Undergraduates**

Award Number:0411151; Principal Investigator:Terry Ferguson; Co-Principal Investigator;; Organization:Wofford College;NSF Organization:DUE Award Date:09/15/2004; Award Amount:\$38,955.00; Relevance:55.67;

**Development of an On-Campus Environmental/Hydrological Laboratory Site**

Award Number:9950260; Principal Investigator:Virginia Peterson; Co-Principal Investigator:Mark Lord, Kurt Vandervoort; Organization:Western Carolina University;NSF Organization:DUE Award Date:09/01/1999; Award Amount:\$55,896.00; Relevance:55.61;

**Doctoral Dissertation Improvement Grant: Interaction, Tradition, and Middle Woodland Monumentality at Garden Creek, North Carolina**

Award Number:1225872; Principal Investigator:Robin Beck; Co-Principal Investigator:Alice Wright; Organization:University of Michigan Ann Arbor;NSF Organization:BCS Award Date:06/01/2012; Award Amount:\$25,191.00; Relevance:55.48;

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Award Abstract #0132244

### Acquisition of a Ground Penetrating Radar

NSF Org: EAR  
Division of Earth Sciences

Initial Amendment Date: March 28, 2002

Latest Amendment Date: March 28, 2002

Award Number: 0132244

Award Instrument: Standard Grant

Program Manager: Russell C. Kelz  
EAR Division of Earth Sciences  
GEO Directorate for Geosciences

Start Date: April 1, 2002

Expires: March 31, 2004 (Estimated)

Awarded Amount to Date: \$29,718.00

Investigator(s): Slawek Tulaczyk [tulaczyk@pmc.ucsc.edu](mailto:tulaczyk@pmc.ucsc.edu) (Principal Investigator)  
Robert Anderson (Co-Principal Investigator)  
Suzanne Anderson (Co-Principal Investigator)

Sponsor: University of California-Santa Cruz  
1156 High Street  
SANTA CRUZ, CA 95064-1077 (831)459-5278

NSF Program(s): INSTRUMENTATION & FACILITIES,  
ANTARCTIC GLACIOLOGY,  
ARCTIC RESRCH SUPPRT & LOGISTI

Program Reference Code(s): 0000, OTHR

Program Element Code(s): 1580, 5116, 5205

#### ABSTRACT

0132244

Tulaczyk

1000000

This grant provides partial support for acquisition of a Ground Penetrating Radar (GPR) for the Department of Earth Sciences at the University of California, Santa Cruz. The GPR setup will include five antennas spanning frequencies from 12.5 MHz through 400 MHz. The GPR equipment will be utilized by: (1) the UCSC Surface Processes Group (glaciology, geomorphology, hydrology and Quaternary geology; ~60% of time), (2) other UCSC Earth Science faculty (geophysics, hydrogeology, and neotectonics; ~30% of time), and (3) other UCSC and non-UCSC users (~10% of time). GPR technology fits ideally into the Earth Science research programs listed above because it permits better integration of surface and near-surface observations of geologic structures and stratigraphy. This GPR capability combines with its portability and ease of use to provide an excellent tool for constraining models of key surface and near-surface geologic processes even in logistically difficult environments. In addition to its application in research projects, the UCSC GPR facility will be used to intensify hands-on training of UCSC undergraduate and graduate students in field geophysical techniques. Use of this new equipment will be incorporated into relevant upper division courses: Geologic Hazards, Environmental Geophysics, Geomorphology, Soil Properties and Mechanics, and Groundwater. The host department will provide support for the new GPR facility in the form of: (1) 30% equipment cost match, (2) computer and software resources for GPR data field processing and post-processing, (3) technical support by a team of three specialists, and (4) storage space.

\*\*\*

**BOOKS/ONE TIME PROCEEDING**

John R. Cook. "Climate forcing and earthflow activity in Hollister Hills, California", 04/01/2002-03/31/2004, 2002, "UCSC M.Sc. Thesis".

Ian M. Howat. "Sensitivity of temperate glaciers to climate warming", 04/01/2002-03/31/2004, "UCSC Ph.D. Thesis".

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# Cemetery Grants Program

Grants help cemeteries digitize their records

Phase 1 - Cemetery survey

Phase 2 - Grants for digitizing cemetery records

Requirements and guidelines

Organizing and submitting data (submit\_data\_info.html)

## Phase 1 - Cemetery survey

Before applying for a grant, you must complete and submit a Cemetery Survey Form.

We are collecting information about all the cemeteries in Utah—old and new, small and large, active and inactive, public and private. This information is made available to the public in the Utah Cemeteries Database.

Cemetery Phase I Survey Form (http://heritage.utah.gov/wp-content/uploads/Cemetery-Phase-I-Survey-Form.rtf)

Return the form to Amy Oliver, Utah Cemetery Inventory Project, 300 S. Rio Grande Street, Salt Lake City, UT 84101

## Phase 2 - Grants for digitizing cemetery records

After you have completed the Cemetery Survey Form, you may apply for a grant to digitize the sexton burial records including names, dates of death, etc. Cities, counties, cemetery districts, private cemeteries, and others with a vested interest in cemeteries may apply for matching grants to conduct this phase. The maximum grant per project is \$5,000. See the requirements for contractors or consultants who may be hired to assist with the project.

Final products from Phase 2 may include:

- **A database of all the burials in the cemetery.** This database will be kept and maintained at the local level (usually by whomever is responsible for cemetery records). In addition, cemetery will upload the data to the statewide Utah Burials Database.
- **A computerized GIS map of the cemetery.** A GIS (Geographic Information Systems) map, linked to the local database, makes locating and tracking information about burials and plot ownership much easier. Many communities have found a GIS system to be well worth the expense of creating it.
- **Successful transfer of the database to the Utah Burials Database.** This statewide database is accessible to the public for research purposes.
- **Timely completion:** The project must be completed 12 months after the contract start date. No extensions will be given. Successful transfer of the data to the Utah Burials Database must take place before the grant money will be paid.

Cemetery Grant Application (http://heritage.utah.gov/wp-content/uploads/Cemetery-Grant-Application1.rtf)

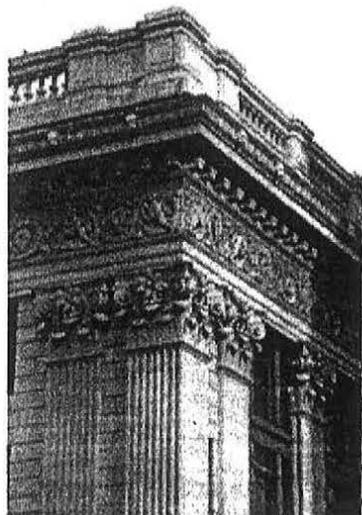
What about California?

Cemetery Grants Programs 1/16

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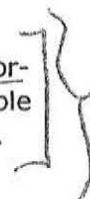
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## Grants & Funding Sources



Welcome to the grant and fundraising guide for historic and cultural resource preservation. With so many resources available, our goal is to bring these great financial resources together in one place for the benefit of the preservation community.

Unfortunately, most funding and grant programs are available for not-for-profit organizations only. However, we have identified resources available to those seeking funding for projects related to their primary residence.



Below you will find resources and programs offered by government agencies and not-for-profit organizations:

- [State Historic Preservation Office](#)
- [National Park Service](#)
- [National Trust for Historic Preservation](#)
- [Other Federally-Funded Resources](#)
- [Privately-Funded Grants, Scholarships & Fellowships](#)
- [Funding Sources for Those Restoring Primary Residence](#)
- [General Resources for Grant & Fundraising Seekers](#)

### **STATE HISTORIC PRESERVATION OFFICE (SHPO):**

The State Historic Preservation Office (SHPO) administers programs and services specific to their particular state including the National Register of Historic Places programs (administered through each SHPO), as well as, but not limited to, tax incentives, easements, grants, technical assistance, Section 106 review, and

**ANTHROPOLOGY DEPARTMENTS  
UNIVERSITIES IN CALIFORNIA**

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This page contains links to a variety of sites of anthropological interest. To make it easier to navigate this page, these links have been grouped under the following headings:

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## Anthropology Departments

- [California State University, Bakersfield](#)
- [California State University, Chico](#)
- [California State University, Dominguez Hills](#)
- [California State University, East Bay](#)
- [California State University, Fresno](#)
- [California State University, Fullerton](#)
- [California State University, Long Beach](#)
- [California State University, Los Angeles](#)
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- [Harvard University](#)
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- [Stanford University](#)
- [Texas A & M University](#)
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- [University of California, Riverside](#)
- [University of California, San Diego](#)
- [University of California, Santa Barbara](#)
- [University of California, Santa Cruz](#)
- [University of Chicago](#)
- [University of Michigan, Ann Arbor](#)
- [University of Pennsylvania, Philadelphia](#)
- [University of Southern California](#)
- [Yale University](#)
- [@LA List of Anthropology Programs in the Los Angeles Area](#)

## Archaeology Sites

- [Ancient Man: Early Life Anthropology](#)
- [Archaeology Magazine](#)
- [Catal Höyük - a Neolithic community in Central Turkey \(Cambridge University site\)](#)
- [Catal Höyük \(Science Museum of Minnesota site\)](#)
- [Current Archaeology Home Page](#)
- [Explore the Pyramids \(NOVA Online\)](#)
- [Grotte Chauvet \(French government site for the Chauvet Cave\)](#)
- [National Association of State Archaeologists](#)
- [NOVA Online - Be an Archaeologist](#)
- [The Paleolithic Cave Art Resource](#)
- [Vela Luka - A Stratified Prehistoric Site](#)
- [WWW Links to Mixed Archaeological Exhibits](#)

## Career Resources

- [Career Center Resources \(general career information site\)](#)
- [Careers in Anthropology\(American Anthropological Association\)](#)
- [Careers in Anthropology: Where the jobs are](#)
- [Careers in Archaeology \(FAQ\)](#)
- [Career Magazine](#)

## Dating Techniques

- [C-14 Decay Curve](#)
- [Dating Techniques](#)
- [Radiocarbon WEB-Info](#)
- [Introduction to Radiometric Dating](#)

## Evolution/Creationism Controversy

- [Answers in Genesis](#)
- [Creation in the Crossfire](#)
- [Institute for Creation Research](#)
- [National Academy of Sciences - Position Paper on Science and Creationism](#)
- [National Center for Science Education \(a group formed to answer Creationist's claims\)](#)
- [Talk Origins \(On fossil hominids and their interpretation by Creationists\)](#)

## Fossil Organisms

- [Pittdown Site](#)
- [Zooarchaeology Home Page \(analysis of animal remains\)](#)

## General Interest (Including Other Fields of Science)

- [Centers for Disease Control](#)
- [DNA From the Beginning \(illustrated primer for understanding DNA and Heredity\)](#)
- [The Nine Planets - A Multimedia Tour of the Solar System](#)
- [The Sun's Influence on Earth](#)
- [UCSB Anthropology Glossary](#)
- [U.S. Census Bureau - Population Clocks](#)

UNIVERSITIES IN CALIFORNIA WITH ANTHROPOLOGY DEPARTMENTS  
(Source: Moorpark College Website Links)

Contact Information Compiled by Teresa Jordan

December 30, 2013

Moorpark College[Honorable Mention]

Anthropology Division

Kimberly Hoffman, Division Dean, (805)378-1459

7075 Campus Road

Moorpark, CA 93021

<http://sunny.moorparkcollege.edu/~jbaker/anthro/>

California State University, Bakersfield

Archaeology Department

Patricia Cadena, (661)654-2368

9001 Stockdale Hwy.

Bakersfield, CA 93311-1099

[www.csub.edu/Anthropology/](http://www.csub.edu/Anthropology/)

California State University, Chico

Anthropology Department

Antionette Martinez, (530)898-6193

400 W. First Street

Chico, CA 95929-0400

[www.csuchico.edu/anth/](http://www.csuchico.edu/anth/)

California State University, Dominguez Hills

Anthropology Department, (310)243-3443

1000 E. Victoria Street SBS G322

Carson, CA 90747

[www.csudh.edu/anthropology/default.htm](http://www.csudh.edu/anthropology/default.htm)

California State University, East Bay

Department of Anthropology, (510)885-3193

Robinson Hall, 220

Hayward, CA 94542

[www20.csueastbay.edu/class/departments/geography/  
index.html](http://www20.csueastbay.edu/class/departments/geography/index.html)

California State University, Fullerton  
Department of Anthropology, (657)278-3626  
P.O. Box 6846  
Fullerton, CA 92834-6846  
<http://anthro.fullerton.edu/>

California State University, Long Beach  
Department of Anthropology  
Dr. Karen Quintillani, (562)985-1301  
1250 Bellflower Blvd.  
Long Beach, CA 90840-1003  
[www.csulb.edu/colleges/cla/departments/anthropology](http://www.csulb.edu/colleges/cla/departments/anthropology)

California State University, Los Angeles  
Anthropology Department  
KHC 4068  
Rene Vellanoweth, Chair, (323)343-2440  
Los Angeles, CA 90032  
<http://web.calstatela.edu/academic/anthro/>

California State University, Northridge  
Anthropology Department  
Cathy Costin, Chair, (818)677-3331  
232 Sierra Hall  
18111 Nordhoff St.  
Northridge, CA 91330-8244  
[www.csun.edu/social-behavioral-sciences/anthropology](http://www.csun.edu/social-behavioral-sciences/anthropology)

California State University, Sacramento  
Department of Anthropology  
Dr. Raghuraman Trichur, Chair, (916)278-6452  
6000 J Street, MND 4010  
Sacramento, CA 95819-6106  
[www.csus.edu/anth/](http://www.csus.edu/anth/)

California State University, San Bernardino  
Department of Anthropology  
Peter Robertshaw, Chair, (909)537-5502  
5500 University Parkway, Room SB - 327  
San Bernardino, CA 92407-2397  
<http://anthro.csusb.edu/>

California State University, Stanislaus  
Department of Anthropology, (209)667-3127  
One University Circle C-215  
Turlock, CA 95382  
[www.csustan.edu/anthro/](http://www.csustan.edu/anthro/)

Humboldt State University  
Department of Anthropology, (707)826-3139  
Building 506  
1 Harpst St.  
Arcata, CA 95521  
[www.humboldt.edu/anthropology/](http://www.humboldt.edu/anthropology/)

San Diego State University  
Department of Anthropology, (619)594-5527  
5500 Campanite Dr.  
San Diego, CA 92182-6040  
[www.rohan.sdsu.edu/~anthro/](http://www.rohan.sdsu.edu/~anthro/)

San Francisco State University  
Department of Anthropology, (415)338-2046  
1600 Holloway Ave., Science 377  
San Francisco, CA 94132  
<http://anthropology.sfsu.edu/>

San Jose State University  
Anthropology Department,  
Clark Hall 469  
Chuck Darrah, Chair, (408)924-1000  
One Washington Square  
San Jose, CA 95192  
[http://info.sjsu.edu/wes-dbgen/catalog/departments/  
ANTH.html](http://info.sjsu.edu/wes-dbgen/catalog/departments/ANTH.html)

Sonoma State University  
Anthropology at SSU, (707)664-2312  
Stevenson Hall 2054  
1801 E. Cotati Ave.  
Rohnert Park, CA 94928  
[www.sonoma.edu/Anthropology/](http://www.sonoma.edu/Anthropology/)

Stanford University

Department of Anthropology, (650)723-3421  
Main Quad, Building 50  
450 Serra Mall  
Stanford, CA 94305-2034  
[www.stanford.edu/dept/anthropology/cgi-bin/web/  
?q=node/175](http://www.stanford.edu/dept/anthropology/cgi-bin/web/?q=node/175)

University of California, Berkeley

Anthropology Department, (570)642-3392  
232 Kroeber Hall  
Berkeley, CA 947-3710  
<http://anthropology.berkeley.edu/>

University of California, Davis

Department of Anthropology, (530)752-0745  
One Shields Ave.  
Davis, CA 95616-8522  
<http://anthropology.ucdavis.edu/>

University of California, Irvine

School of Social Sciences  
Department of Anthropology  
Social and Behavioral Sciences Gateway(SBSG) 3566  
George Marcus, Chair, (949)824-5345  
Irvine, CA 92697-5100  
[www.anthropology.uci.edu/](http://www.anthropology.uci.edu/)

University of California, Los Angeles

Department of Anthropology  
Nancy Levine, Chair, (310)825-2055  
375 Portola Plaza  
431 Haines Hall, Box 951553  
Los Angeles, CA 90095-1553  
[www.anthro.ucla.edu/](http://www.anthro.ucla.edu/)

University of California, Riverside

Department of Anthropology  
Sang-Hee Lee, Chair, (951)827-4390  
1334 Watkins Hall  
Riverside, CA 92521-0418  
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University of California, San Diego  
Social Sciences  
John Haviland, Chair, (858)534-4145  
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La Jolla, CA 92093-0532  
[www.anthro.ucsd.edu/](http://www.anthro.ucsd.edu/)

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Santa Barbara, CA 93106-3210  
[www.anth.ucsb.edu](http://www.anth.ucsb.edu)

University of California, Santa Cruz  
Anthropology Department  
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1156 High Street  
Santa Cruz, CA 95064  
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University of Southern California  
Department of Anthropology, (213)740-1900  
Grace Ford Salvatori Hall  
3601 Watt Way, Suite 120  
Los Angeles, CA 90089  
<http://dornsife.usc.edu/anth>

**STATE OF CALIFORNIA**  
**PUBLIC CEMETERY DISTRICT LAW**



# California LEGISLATIVE INFORMATION

Code:  Section:

## California Constitution - CONS

Business and Professions Code - BPC

Civil Code - CIV

Code of Civil Procedure - CCP

Commercial Code - COM

Corporations Code - CORP

Education Code - EDC

Elections Code - ELEC

Evidence Code - EVID

Family Code - FAM

Financial Code - FIN

Fish and Game Code - FGC

Food and Agricultural Code - FAC

Government Code - GOV

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Streets and Highways Code - SHC

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## Health and Safety Code - HSC

### GENERAL PROVISIONS

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[DIVISION 1.5. USE OF SECLUSION AND BEHAVIORAL RESTRAINTS IN FACILITIES \[1180 - 1180.6\]](#)

[DIVISION 2. LICENSING PROVISIONS \[1200 - 1795\]](#)

[DIVISION 2.5. EMERGENCY MEDICAL SERVICES \[1797 - 1799.207\]](#)

[DIVISION 3. PEST ABATEMENT \[2000 - 2910\]](#)

[DIVISION 5. SANITATION \[4600 - 6127\]](#)

[DIVISION 6. SANITARY DISTRICTS \[6400 - 6982\]](#)

[DIVISION 7. DEAD BODIES \[7000 - 8030\]](#)

[DIVISION 8. CEMETERIES \[8100 - 9703\]](#)

[DIVISION 10. UNIFORM CONTROLLED SUBSTANCES ACT \[11000 - 11651\]](#)

[DIVISION 10.2. DRUG DEALER LIABILITY ACT \[11700 - 11717\]](#)

[DIVISION 10.5. ALCOHOL AND DRUG PROGRAMS \[11750 - 11975\]](#)

[DIVISION 10.6. DRUG AND ALCOHOL ABUSE MASTER PLANS \[11998 - 11998.3\]](#)

[DIVISION 10.7. ILLEGAL USE OF DRUGS AND ALCOHOL \[11999 - 11999.3\]](#)

[DIVISION 10.8. SUBSTANCE ABUSE TREATMENT FUNDING \[11999.4 - 11999.13\]](#)

[DIVISION 10.9. SUBSTANCE ABUSE TESTING AND TREATMENT ACCOUNTABILITY PROGRAM \[11999.20 - 11999.25\]](#)

[DIVISION 10.10. SUBSTANCE ABUSE OFFENDER TREATMENT PROGRAM \[11999.30\]](#)

[DIVISION 11. EXPLOSIVES \[12000 - 12761\]](#)

[DIVISION 12. FIRES AND FIRE PROTECTION \[13000 - 14960\]](#)

[DIVISION 12.5. BUILDINGS USED BY THE PUBLIC \[16000 - 16604\]](#)

[DIVISION 13. HOUSING \[17000 - 19997\]](#)

[DIVISION 14. POLICE PROTECTION \[20000 - 20115\]](#)

[DIVISION 20. MISCELLANEOUS HEALTH AND SAFETY PROVISIONS \[24000 - 26204\]](#)

[DIVISION 23. HOSPITAL DISTRICTS \[32000 - 32492\]](#)

[DIVISION 23.5. ENDOWMENT HOSPITALS \[32500 - 32508\]](#)

[DIVISION 24. COMMUNITY DEVELOPMENT AND HOUSING \[33000 - 37964\]](#)

[DIVISION 25. HEALTH AND WELFARE AGENCY—DIRECT SERVICE CONTRACTS REFORM ACT \[38000 - 38041\]](#)

[DIVISION 25.1. HEALTH AND WELFARE AGENCY—ADMINISTRATIVE APPEALS PROCESS FOR NONPROFIT HUMAN SERVICES AGENCIES \[38050 - 38065\]](#)

[DIVISION 25.2. STATE DEPARTMENT OF HEALTH SERVICES COOPERATIVE AGREEMENT ACT \[38070 - 38081.1\]](#)

[DIVISION 25.5. CALIFORNIA GLOBAL WARMING SOLUTIONS ACT OF 2006 \[38500 - 38599\]](#)

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