

**El Rancho Simi Cemetery District
Board of Trustees – Regular Meeting Minutes**

Date: March 11, 2026

Time: 2:00 PM

Location: Office of the 4th District Supervisor Janice Parvin

980 Enchanted Way, Suite 203

Simi Valley, CA 93065

Phone: (805) 955-2000

1. Call to Order

Chairperson William Saunders called the meeting to order at 2:04 PM.

2. Roll Call

- William Saunders (Chairperson) – Present
- Justin Honsinger (Vice Chair) – Present
- Ron Cammarata (Treasurer) – Present
- Paula Ryan-Apuzzo (Trustee) – Absent

3. Agenda Review

No changes.

4. Approval of Minutes

- Regular Meeting of January 14, 2026
- Regular Meeting of February 11, 2026

Motion: Trustee Cammarata

Second: Vice Chair Honsinger

Vote: 3–0 (Motion passed)

5. Public Comments

None.

6. Treasurer's Report

Presented by Treasurer Cammarata:

- Vero's Tree Service was paid twice; the CMS is working to recover the duplicate payment.
- The CLASS Pool investment will be reviewed and pursued.

7. Manager's Report

- Three leaks in the Pioneer Section are currently being addressed.
- Follow-up on Policies and Procedures is in progress.
- Atreyu is going to be adopted.

8. Correspondence

All incoming correspondence was distributed appropriately.

9. Old Business

DATE: 5/13/25

None.

10. New Business**Ratification of Alejo Yard Cleanup (\$1,000)**

- Motion: Trustee Cammarata
- Second: Vice Chair Honsinger
- Vote: 3-0 (Motion passed)

Reschedule November 11, 2026, Meeting to November 18, 2026

- Motion: Trustee Cammarata
- Second: Vice Chair Honsinger
- Vote: 3-0 (Motion passed)

Replacement of Double Doors at Residence

The CMS informed the Board that the backyard double doors at the residence have deteriorated, and the locking mechanism has failed. A bid of \$1,800 was presented for repairs.

- Motion: Trustee Cammarata
- Second: Chairperson Saunders
- Vote: 3-0 (Motion passed)

CMS Request to Temporarily Share Residence

The CMS submitted a written request to temporarily allow her granddaughter to reside at the residence to assist with schooling needs.

- Motion: Vice Chair Honsinger
- Second: Trustee Cammarata
- Vote: 3-0 (Motion passed)

Alejo Bucket Purchase Request (\$1,600)

The CMS informed the Board that Aaron requested the purchase of a toothless backhoe bucket to improve efficiency and reduce ground damage.

- Motion: Trustee Cammarata
- Second: Vice Chair Honsinger
- Vote: 3-0 (Motion passed)

Alejo 90-Day Fee Increase Proposal

Trustee Cammarata proposed increasing Alejo's fee by \$1,600 per month for three months to add two employees on Thursdays to address backlog (probing, headstones, and vases). After discussion, Vice Chair Honsinger moved to approve the increase on a month-to-month basis instead.

- Motion: Trustee Cammarata
- Second: Vice Chair Honsinger
- Vote: 3-0 (Motion passed)

Frigid Service Plan for Lowering Device (\$1,250 annually)

The CMS requested approval to enroll in a service plan that includes staff training, equipment inspection, and certification.

DATE: 5/13/26

- Motion: Trustee Cammarata
- Second: Vice Chair Honsinger
- Vote: 3–0 (Motion passed)

11. Warrants

- Motion to Approve: Trustee Cammarata
- Second: Chairperson Saunders
- Vote: 3–0 (Motion passed)

12. Trustee Comments

None.

13. Closed Session

Topics Discussed:

- Personnel Review
- Liability Claims (per Gov. Code § 54954.5(d))
 - Claimant: Maria Juarez
 - Agency Claimed Against: El Rancho Simi (Pioneer) Cemetery District

Report Out of Closed Session:

No reportable action.

14. Adjournment

The meeting was adjourned at 2:46 PM.

Next Regular Meeting

Date: April 8, 2026

Time: 2:00 PM

Location: Office of the 4th District Supervisor Janice Parvin

980 Enchanted Way, Suite 203

Simi Valley, CA 93065