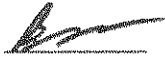


APPROVED: 
DATE: 5/6/24

MINUTES

**EL RANCHO SIMI CEMETERY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES**

April 10, 2024
2:00 pm

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

1. CALL TO ORDER at 2:00 pm

2. ROLL CALL –

WILLIAM SAUNDERS	Chairperson	Present
JUSTIN HONSINGER	Vice-Chairman	Absent
RON CAMMARATA	Treasurer	Present
PAULA RYAN-APUZZO	Trustee	Absent
STEVE FRANK	Trustee	Present

3. AGENDA REVIEW – NO CHANGES

4. Approval of Minutes – Regular Meeting – March 13, 2024

A motion was made to approve the minutes
Moved by Trustee Frank
Seconded by Trustee Cammarata
VOTE: 3:0

5. Public Comments –

Mrs. Teresa Jordan

6. Treasurer – Report and Presentation of current Financial Statement–

Trustee Cammarata updated the board on the following items:

- Revenue is way down compared to last year only \$3,000
- Down about \$11,000 for the month
- For the year we are behind last year by about \$44,000
- Cash is down a little bit
- Speaking with the CMS we have already surpassed last month's revenues
- Endowment is ever so slowly creeping toward Half a Million Dollars

7. Manager's Report – CMS gave a verbal report on the following current issues

- CMS informed the board that revenues have returned to what they were when she first started and that we may need to look again to where we can lower costs
- Trustee Cammarata stated that it is difficult to control revenue due to the nature of our industry

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- Chairperson Saunders stated that all the recent rain that we have had may influence cremation burials as well
- The plumbing in the backhouse backed up and out into the shower

8. Correspondence - Distribution and Review

9. Old Business

a) Security Cameras for the Residence and Cemetery -

The CMS informed the board that the estimate previously approved for \$7,999 did not include a License plate camera, so to add the License plate camera is going to cost and additional \$799, making the final estimate \$8,799, Chairman Saunder stated "Let the record show that the board will ratify the additional amount at the May 8, 2024, meeting"

b) CSDA Training for the CMS –

The CMS informed the board that she would like to take the Leadership Class offered by CSDA for \$65, The CMS also informed the board that Mr. Alejo of Alejo Landscaping passed away Chairperson Saunders made a motion to add Agenda Item 10C Condolences to the Alejo Family-Discussion With a Possible Vote,
Seconded by Trustee Frank

Vote: 3:0

A motion was made to approve \$70 for the CMS to take the Leadership Class offered by CSDA
Moved by – Trustee Frank

Seconded by – Trustee Cammarata

VOTE: 3:0

10. New Business –

a) Secured Levy – RDA Annual Tax Increment –

Trustee Cammarata informed the board that the CMS called the county and asked them to please explain what the RDA Line item for -\$14,000 on the Annual Tax Increment statement is for. The CMS spoke with Zara Greenlaw. Mrs. Greenlaw stated that it had to do with the redevelopment agency. Trustee Cammarata then presented the board with the resolution from the District agreeing to the county taking the funds from the district tax increment for city redevelopment projects. Trustee Cammarata stated that he thought the money was going to pay back the loan the District has with the city. He also stated it is clear that they take this money out so it is obviously going somewhere so we need to be aware of where it's going because if it is going to the city then they need to give us credit for the loan, if it's not going to the city I say that we do a resolution saying they don't get our money anymore, Trustee Cammarata stated that we need to talk with them more to find out where the money is going and then talk with the city, Trustee Cammarata asked Trustee Frank if he would be willing to help with this if needed, to talk with the city and ask if they are not going to put the money toward the loan then we are going to stop paying the city because, while I want to be a good citizen as a cemetery, we have our own finances that we have to worry about, Chairman Saunders stated that this is nearly fifteen grand, Trustee Cammarata stated "we could have our loan paid off in no time, and if we got credit for what we already paid, then I could be paid off, The CMS then stated that when she spoke with the city manager Brian Gabler, she was told that not one penny of these funds have been sent to the city and therefore have not been applied to the loan, Trustee Cammarata stated that he thinks we are going to have to go to the City and meet with them, Trustee Frank stated that Mr. Gabler is toward the end of his term with the city, Chairman Saunders stated that his issue is this, if it's going to the loan if it's not going to the loan is merely a symptom, the bigger issue is where is this money actually going, because this money right now feels like it is going into a money pit, The CMS stated that Zara Greenlaw said that the money is going to the Simi Valley Community Development Agency Successor Agency/Oversight Board, Under the City Manager's Office, Mrs. Teresa Jordan stated that to her it sounds like the bond where the district had a subordination

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agreement with the city, and that is what her current research is all about and has been given to the district on a flash drive, Trustee Cammarata stated that he will take a look at it and then we need to do a call with Zara Greenlaw so we can ask her or find out from her who we need to talk to, to trace where the money goes, Trustee Cammarata and the CMS will plan a call with Mrs. Greenlaw and report back to the board what they find out

b) Annual Budget – Discussion

The CMS informed the board that she is beginning to work on the 2024-25 budget and if there were anything they would like to be added to begin thinking about it

c) Condolences to the Alejo Family –

A motion was made to approve \$100 for the purchase of flowers for Mr. Jose Alejo's funeral

Moved by – Trustee Cammarata

Seconded by – Trustee Frank

VOTE: 3:0

11. Warrants -

A motion was made to approve the Warrants, with one change that the check to cemsites be corrected

Moved by Trustee Cammarata

Seconded by Trustee Frank

VOTE: 3:0

12. Comments by Trustees

- Trustee Saunders - Welcome Back Chelsie, and your baby is beautiful
- Trustee Cammarata - Mrs. Jordan glad you are doing better; we heard you were not feeling well, thank you for all your research, I hope it will help us and we will keep you posted
- Chairperson Saunders also stated he was glad to see Mrs. Jordan back at the meeting

13. Closed Session –

- Personnel Review
- Cemetery Expansion Review and Discussion

Chairperson Saunder's stated that the board unanimously voted to increase the vacation time for the CMS Juanice Neal from 2 weeks a year to 3 weeks a year, retroactive back to April 1, 2024

14. ADJOURNMENT – at 2:34 pm

Next meeting:

May 8, 2024, at 2:00 p.m.

Meeting Location:

Office of 4th District Supervisor Janice Parvin,
980 Enchanted Way, Suite 203, Simi Valley, California 93065