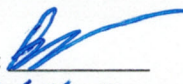


APPROVED:   
DATE: 3/5/24

MINUTES

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

January 10, 2024  
2:30 pm

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

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1. CALL TO ORDER at 2:00 pm
2. ROLL CALL –

<b>WILLIAM SAUNDERS</b>	<b>Chairman</b>	<b>Present</b>
<b>JUSTIN HONSINGER</b>	<b>Vice-Chairman</b>	<b>Present</b>
<b>RON CAMMARATA</b>	<b>Treasurer</b>	<b>Present</b>
<b>PAULA RYAN-APUZZO</b>	<b>Trustee</b>	<b>Present</b>
<b>STEVE FRANK</b>	<b>Trustee</b>	<b>Absent</b>

3. **AGENDA REVIEW –**

A motion was made to accept the Agenda with one change, the next board meeting date needs to be changed from February 8, 2024, to February 14, 2024

Moved by Trustee Cammarata

Seconded by Trustee Ryan-Apuzzo

**VOTE: 4:0**

Trustee Frank Arrived right after the vote

4. **Approval of Minutes – Regular Meeting – December 13, 2023**

A motion was made to approve the Minutes

Moved by Trustee Cammarata

Seconded by Vice-Chairman Honsinger

**VOTE: 5:0**

5. **Public Comments –**

Mrs. Teresa Jordan

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

Treasurer, Trustee Cammarata updated the board on the following items:

- Current financial statement vs last year at this time
- Trustee Cammarata asked the CMS why her report was higher than his? The CMS informed the board that there was an apportionment deposit on the December 29, 2023, for around \$7,000 that would not show on his report yet, Trustee Cammarata confirmed that was right around the amount that the reporting differs
- Cash balances were up \$21,000 over last month
- \$490,000 in the Endowment fund

DATE: 3/15/24**7. Manager's Report – CMS gave a verbal report on the following current issues**

- Will have an update on a fence bid from Finest Fence at the next meeting
- Shed pricing is running \$2,500 to \$5,000
- We have a leak near the entrance of the Cemetery that will be fixed tomorrow
- Vice-Chairman Honsinger suggested that whatever this leak is that it be fixed in a way as to prevent it from happening repeatedly

**8. Correspondence - Distribution and Review****9. Old Business****a) A New Handicap Ramp for the District Office Entrance –**

The CMS informed the board that we are still waiting for the City to approve the permits, Mike Kort from Supervisor Parvin's office offered to check into it for us to see if he could help

**b) Security Cameras for the Residence and Cemetery -**

The CMS informed the board there has been no contact with Mr. Perini, Vice-chairman Honsinger offered to check into this

**10. New Business –****a) California Cooperative Liquid Assets Securities System (CLASS) Investments/Registration and New Banking –**

- Chairperson Saunders opened the discussion by stating that the district is not looking to move any funds from the County Endowment fund but is looking at investing some or all the Prudent Reserve Fund that is currently in Wells Fargo Bank accruing zero percent interest
- The County Controller Mr. Jeff Burgh informed the board that he came to the meeting today because he thought the District was wanting to withdraw the endowment funds to invest them in the CLASS investment
- He also stated that he came to tell the board that they could not do that
- He also stated that the money the District has at Wells Fargo could be invested in the County Pool, and the County Pool is just as safe as CLASS,
- Mr. Burgh also stated that he spoke with Sue Horgan the Ventura County Treasurer-Tax Collector, and she said that the County Pool return is like CLASS
- Trustee Cammarata stated that the County Pool is slightly less but that is not a big deal to him but was wondering if the District needed funds right away CLASS has a same day turn around, Mr. Burgh stated he was not sure how long the County takes to release funds requested, Mr. Burgh encouraged Trustee Cammarata to speak Directly with Sue Horgan for more information
- Trustee Frank asked if either CLASS or the County Pool of investments have any fees associated with them? Trustee Cammarata stated that CLASS does not, the CMS stated that the County does not either
- Trustee Cammarata stated that Mr. Wood said to the board that because the District does not have more than \$500,000 in the Endowment Fund that the funds can be moved
- Mr. Burgh stated that he disagrees with Mr. Wood and that County Counsel also disagrees with Mr. Wood
- Mr. Burgh stated that the District's financials have been looking better and better every year, and he would be willing to approve a 5-year audit as the result of this
- Trustee Cammarata stated that he feels that staying on the one-year audit cycle gives confidence to the public, and if you audit only every 5 years something could be going on and you will not catch it for 5 years

APPROVED:         

DATE: 3/5/24

- Chairperson Saunders mentioned that former Trustee Burdorf is still getting emails from the County and that he sent an email requesting this be corrected
- Mr. Burgh stated if the CMS would send him a list of current Trustees, he will make sure only the current Trustees will be sent emails

**11. Warrants -**

A motion was made to approve the Warrants  
Moved by Trustee Frank  
Seconded by Vice-Chairman Honsinger  
**VOTE: 5:0**

**12. Comments by Trustees**

- Trustee Cammarata asked Mr. Burgh if there is a way for the District to get Worker's Comp insurance through the County? Chairman Saunders gave a breakdown on why the Worker's Comp insurance is so high through State Fund, Trustee Cammarata stated that the County should come up with something for smaller Districts within the county or that maybe small districts can join the County's Worker's Comp insurance because through State Fund the Premiums are astronomical, Chairman Saunders stated we just got audited by State Fund and they are asking for an additional \$13,000 this cycle
- The CMS that State Fund has listed her as a "Covered Officer because she serves as the board Secretary and therefore the Worker's Compensation Premiums may be affected

**13. Closed Session -**

- Personnel Review
- Rachel Massey vs. El Rancho Simi Pioneer Cemetery District
- Cemetery Expansion Review and Discussion

**14. ADJOURNMENT - at 2:44 pm**

**Next meeting:**  
February 14, 2024, at 2:00 pm

**Meeting Location:**  
Office of 4<sup>th</sup> District Supervisor Janice Parvin,  
980 Enchanted Way, Suite 203, Simi Valley, California 93065