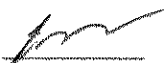


APPROVED: 
DATE: 5/13/23

MINUTES

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

**May 10, 2023
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 2:02 pm
- 2. ROLL CALL –

WILLIAM SAUNDERS	Chairman	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 – April 12, 2023
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 was higher than budget
 - We need to get going with the audit even with being between bookkeepers, Trustee Cammarata offered to help
 - It's time to draft our budget for the year
 - Call Robert Pugmire regarding the Tree Trimming
 - Water is down
 - Insurance is down
 - Chairman Saunders stated that he wanted to point out the fact that when he joined the board in 2016 the District did not have a comma in the bank account number and now to have three digits ahead of the comma shows that this board has made a lot of good moves and a lot of that is due

APPROVED: 

DATE: 6/13/23

to the CMS and how she has saved the District so much money since she has been here. And he wanted to say to her Thank you!

7. Manager's Report – CMS gave a verbal report

- The CMS presented the board with a live document of the progress that has been made with the review of the reserved and not paid plots. With the assistance of Trustee Cammarata lots of progress has been made

8. Correspondence - Distribution and Review

9. Old Business

a) Rotary Simi Sunset/Emerging Leaders Project –

Chairman Saunders updated the board on the following items:

- Five of the nine rows of cinder block are mortared in place, with four more rows to go
- We are hoping to have it finished for the Memorial Day event
- Chelsie Kennedy informed everyone that the amazing contractor that has been helping build the wall, it is his busy season so they are switching contractors to one who has a crew of people who can finish the wall, stucco, plaque placement and emblems, if available within three days
- A Ribbon cutting for the wall will be held maybe around Flag Day

10. New Business –

a) Making a Transfer to the Reserve Account –

A Motion was made to transfer \$60,000 to the Reserve Account

Moved by Trustee Cammarata

Seconded by Trustee Frank

VOTE: 3:0

b) Review of Possible Fee Increases

The CMS provided an extensive list of all the other Public Cemeteries in California and what they currently charge for all of the main costs for burial, Saturday burial, Headstone installation and Interment Rights

The board asked to be informed of what the other two cemeteries in Simi Valley charge, as well as a history of the prices for our cemetery – item carried to the next meeting,

c) Removing the Dirt Pile

The CMS presented a quote from Debbie's Transportation service for \$275 a load at 20 to 30 loads. The board asked the CMS to see if they can provide pictures of the actual trucks they will be using to make sure they are actual dump trucks, Also Chelsie Kennedy with Janice Parvin's Office offered to see if she could get a better quote as well – item carried to the next meeting

11. Warrants -

A motion was made to approve the Warrants

Moved by Trustee Cammarata

Seconded by Trustee Frank

VOTE: 3:0

12. Comments by Trustees

13. Closed Session –

- Personnel Review
- Rachael Massey vs. El Rancho Simi Pioneer Cemetery District "Claim for Damages"

APPROVED: bm
DATE: 6/13/23

NO REPORT

14. ADJOURNMENT – at 3:02 pm

Next meeting:

June 14, 2023, at 2:00 pm

Meeting Location:

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