

APPROVED: [Signature]
DATE: 4/29/24

MINUTES

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

**February 14, 2024
2:30 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	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 – January 10, 2024

A motion was made to approve the minutes with one update to strike the item of the water bill being \$5000 from the Treasurers report
Moved by Trustee Cammarata
Seconded by Trustee Frank
VOTE: 3:0

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:

- We are \$10,000 more in revenue over last year this time
- Costs have gone up however it is a reclass issue we are doing things more appropriately this year than last year
- We are down \$13,000 in revenue for this month
- Water is a little bit higher but not that much
- The biggest issue is the Worker's Comp insurance right now the District pays in Worker's Comp close to the same amount as the CMS yearly Salary
- Cash went up slightly
- We are close to having \$300,000 in cash
- The Endowment account is at \$493,354

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

- The CMS found a Meth Pipe inside of the shed behind the residence, it appears that the person who entered the shed tampered with the doorknob
- The CMS called the police and made a report
- The Leak discussed at last month's meeting was a leaking valve and Saul made the repair

8. Correspondence - Distribution and Review

9. Old Business

a) A New Handicap Ramp for the District Office Entrance –

The CMS showed photos of the project and informed the board that the ramp is complete

b) Security Cameras for the Residence and Cemetery -

Mr. Perini, from AS&T Security and Technologies Inc, gave a presentation on the most effective security systems to safeguard the Cemetery Residence and the heavy equipment and lawn mowers owned by the Cemetery. Following a thorough discussion, a motion was made to approve \$8,000 for the installation of a security system that would cover the Cemetery Residence and the yard area where the heavy equipment is stored.

Moved by Chairperson Saunders

Seconded by Trustee Frank

VOTE: 3:0

c) California Cooperative Liquid Assets Securities System (CLASS) Investments/Registration and New Banking –

Chairperson Saunders made the following statement, "I just want to make it clear that the funds we will be voting on today for investment do not include the Endowment Funds that are held with the County of Ventura"

A motion was made to move forward with moving the District's Prudent Reserve funds from Wells Fargo, which pays zero interest, to the CLASS investment pool which pays close to 5% interest.

Moved by Trustee Cammarata

Seconded by Trustee Frank

VOTE: 3:0

10. New Business –

a) CSDA Membership Renewal –

A motion was made to approve the membership fee this year of \$500

Moved by Trustee Frank

Seconded by Trustee Cammarata

VOTE: 3:0

b) Security Fencing –

The CMS has presented an estimate of \$695 from Finest Fence for repairing the damaged fence panel at the cemetery entrance caused by a break-in. And to add a metal mesh backing to prevent any future attempts to break-in

A motion was made to approve the estimate from Finest Fence

Moved by Chairperson Saunders

Seconded by Trustee Frank

VOTE: 3:0

c) Shed Purchase for the Work Yard –

Trustee Cammarata announced that he had found a good deal on a 7ft x 10ft shed at Costco. He then asked the CMS to purchase it for \$1499, and requested a motion to ratify the purchase

A motion was made to ratify the purchase

Moved by Chairperson Saunders

APPROVED: lm

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Seconded by Trustee Cammarata
VOTE: 3:0

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

- Trustee Cammarata asked the CMS to add CSDA Training to next month's Agenda and to bring all the Training opportunity information from CSDA to the meeting
- Chairperson Saunders informed the board that he will be coaching the Moorpark High School Football team this next season

13. Closed Session –

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

14. ADJOURNMENT – at 3.06 pm

Next meeting:

March 13, 2024, at 2:00 pm

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