APPROVED: _(signature)_

DATE: 8/10/22

MINUTES

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

June 8, 2022
2:00 pm

MEETING LOCATION:

Zoom USA

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1. **CALL TO ORDER at 2:02 pm**

2. **ROLL CALL –**

William Saunders	Chairman	Present
Ron Cammarata	Vice-Chairman	Absent
Deborah Burdorf	Treasurer	Present
Paula Ryan-Apuzzo	Trustee	Absent
Steve Frank	Trustee	Present

3. **AGENDA REVIEW – No Changes**

4. **Approval of Minutes – Regular Meeting – May 11, 2022**
   A motion was made to approve with the change of listing Chairman Saunders as present
   Moved by Trustee Frank
   Seconded by Trustee Burdorf
   VOTE: 3:0

5. **Public Comments –**
   Mrs. Teresa Jordan

6. **Treasurer – Report and Presentation of current Financial Statement**
   Trustee Burdorf the Board Treasurer updated the board on the following topics:
   - Nothing unusual in this month's reports from the Bookkeeper
   - A $10,000 Transfer was made from the main account to the reserve account from the Apportionment deposit received from the County of Ventura last month
   - No water bill this month last month's water bill was over $7,000

7. **Manager's Report – CMS gave a verbal report**
   - Saul identified some leaks in section 4
   - We have two buy-backs pending in section NW1
   - We need a new Lawnmower
   - Trustee Burdorf asked about the Disinterment that took place in May

8. **Correspondence - Distribution and Review**

9. Old Business

a) Property Tax Review
Trustee Frank informed the board there is nothing new on that

b) Planning for the Future -
Trustee Frank informed the board that a meeting will be held on June 21, 2022 at 2 pm, at Supervisor Huber's Office, Trustee Frank and Chairman Saunders met with Dan Paranick and Park Board Trustee Elaine Freeman and one of the issues with using the unused portion of the Park next door to the cemetery is due to State environmental rule the district would have to put up a wall along the side of the wash and do environmental studies to be able to put a cemetery next to the arroyo, and that could be cost inefficient, Trustee Frank continued, he sent out invitations to Dan who has verbally agreed to attend, to Brian Gabler the City Manager, A representative from Supervisor Huber's office, also the person at the County of Ventura who oversees the Cemeteries in the County, as well as somebody from the State, He will also inviting Elaine Freeman, and Dean Kunicki who knows about two landowners who may be interested in donating land for an expansion to the Cemetery District, He will be sending out an Agenda in the next few days, but even if we get the land donated to us there will be a great cost to make it into a cemetery, therefore we may have to go to a bond for the money to finance the project, The meeting will also be held via zoom

10. New Business –

a) Hiring a Surveyor to Map Sections NE1 & NW1
The CMS is not sure where to go with this item; the board suggested the CMS check with Moorpark and Cal Lutheran to see if they have an anthropology or environmental studies department that may want to take on this as a project

b) Current Audit
The audit is complete

c) Annual Budget
The CMS informed the board the budget will be ready for review at the next meeting – The CMS will send a draft budget to Trustee Burdorf prior to the next meeting for a preliminary review

11. Warrants -
A motion was made to approve the Warrants
Moved by Trustee Burdorf
Seconded by Trustee Frank
VOTE: 3:0

12. Comments by Trustees
Trustee Frank stated he is looking forward to June 21, 2022

13. Closed Session –

- James Omori and Diana Omori –vs- Simi Valley Public Cemetery District DBA: El Rancho Simi Pioneer Cemetery District
- Personnel Review

The board reported that the Omori case has been settled, there will be no further action necessary

14. ADJOURNMENT – at 2:31 pm

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APPROVED: _____

DATE: _____

Next meeting:
July 13, 2022, at 2:00 pm

Meeting Location:
Office of 4th District Supervisor Bob Huber,
980 Enchanted Way, Suite 203, Simi Valley, California 93065
Zoom option still available