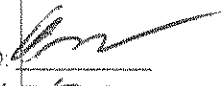


APPROVED: 
DATE: 9/15/22

MINUTES

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

August 10, 2022
2:00 pm

MEETING LOCATION:

Zoom USA

1. CALL TO ORDER at 2:00 pm

2. ROLL CALL –

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

3. AGENDA REVIEW – No Changes

4. Approval of Minutes – Regular Meeting – July 13, 2022

A motion was made to approve the Minutes
Moved by Vice-Chairman Cammarata
Seconded by Trustee Burdorf
VOTE: 3:0

5. Public Comments –
Mrs. Teresa Jordan

6. Treasurer – Report and Presentation of current Financial Statement– Trustee Frank arrived

Trustee Burdorf the Board Treasurer updated the board on the following topics:

- The Grave Digger's check was higher than normal due to his being reimbursed for items he purchased for the irrigation install in section seven

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

- Plots are running out

8. Correspondence - Distribution and Review

9. Old Business


- a) Planning for the Future -

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Chairman Saunders informed the board that he and Trustee Frank attended the meeting on August 1, 2022; Trustee Frank informed the board that there were two parts to the meeting:

1. The first was location for an expansion of the Cemetery
We now know we are looking for a plot of land approximately 5 acres possibly larger, we are looking at a couple of different locations, thanks to Supervisor Huber's office they suggested one location on Tierra Rejada where there is a ranch sale going on, Trustee Frank stated he placed a call to the owner directly, but has not been able to connect with him to discuss buying or perhaps having him to donate a very small portion of the land he has for sale, there is another plot of land on the other side of town that is privately owned but is located just outside of the City of Simi Valley and may have some soar issues with it, so he is talking with Dean Kunicki and the county to see if there was a way to be exempted from some of the soar requirements to get that piece of land, but as Mr. Kunicki noted if we could get that exemption we will still have to go through LAFCO to get permission to annex that portion of the land to the city if we wanted to go with that land, Trustee Frank also stated that he is going to be speaking with Waste Management who has a very large piece of property some of which because of the cost we still couldn't afford to expand there because a bridge and a road would have to be put into it, but we may be able to use other portions of their land because their land goes from Simi Valley all the way up to the 126 freeway, He went on to say that he has put calls into Waste Management to ask if they would be willing to donate land and the cemetery would put in the infrastructure or get the state to put in the infrastructure for us,
2. The funding of the expansion
Trustee Frank informed the board that Dan, the managing director from the Park and Rec department stated that our first goal should be the finding of grants or loans for the cost of the expansion; He stated he has put a call into the State to see if they have any funding though their cemetery section, and we will be looking at other grants from Cemetery associations, We can always go back on to a Bond measure which was done in 1990 or 1991, for the expansion, so those are the three options that we have at this point for the financing, but we still need to do what we have to do to expand the cemetery because as we all know in a few short years we will have reached our maximum capacity, Chairman Saunders then stated that even if we have land gifted to us, we still have to have the financing in place to develop it into a cemetery, secondly, and what was exciting to me is that I had the opportunity to meet with Brian Gabler last night who is the City Manager here in Simi Valley, Brian informed me that apparently our cemetery was granted the opportunity to build a mausoleum, here on our own property, and that maybe we could put two of them back to back or something like that, Chairman Saunders said he would love to go back and see when that was done, cause that could be a great way to increase our space without having to worry about going out and getting money to build a new facility, it might be a way to put it off for a while because in reality we don't have a lot of money in our endowment, because the big question they keep asking is once this place is filled what happens, We have enough money to run the cemetery for a year or two without any revenue coming in, so it's one of those things that we really have to work on the revenue side of things to get those things in place I think before we get the land and all that, but the Mausoleum idea would be a great way to be a sort of stop gap there, Vice Chairman Cammarata stated that he likes the bond idea but believes it would take a while to put together, He also agreed that we have got to figure out revenue going forward, He also stated that people don't like extra property taxes but there may be an avenue there, It's very smart to be thinking about this now as a board, he asked Chairman Saunders where a Mausoleum would go, Chairman Saunders said that it would go either where the shed is and even perhaps on to the property of the Cemetery residence, Chairman Saunders also stated that once we have funding in place that Mt. Sinai has a ton of property behind their cemetery and that there might be a way to work with them kind of like Forrest Lawn and Mt. Sinai work together out in Long Beach, where there may be some land out there that is not in their future plans that we could take over, but again in order to approach these entities we have to show that we are viable and that

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we will remain viable the whole way though not that we are going to do it and not know how we are going to pay for it. Vice-chairman Cammarata stated that it is the same with a bond, you have to show that you will sell enough to support now both cemeteries. Trustee Frank then stated there are two types of bonds, one is the regular property tax bond that you referenced, but there is a second type of bond called a revenue bond, where the revenues would finance it rather than a property tax increase and we could look into that as well. Vice-Chairman Cammarata stated we need to look at both because we will need something to pay for our current expenses and then something to build something. Chelsea Smith from Supervisor Huber's office stated, She has people from the County and State looking at grants for possible funding for the expansion, she enquired about a grant writing workshop that was attended by the board treasurer Trustee Burdorf and the CMS, the CMS informed the board the workshop was with California Consulting Inc. a company that writes grants for businesses, the workshop in her opinion was to teach you how difficult it is to try and write a grant on your own to promote their business, she also stated that most of the grants mentioned were for business to improve the community and add jobs to the economy, Chairman Saunders asked what if we are expanding for the residents of our town to be able to be buried the CMS didn't know of any mentioned in the meeting, Vice-Chairman Cammarata stated he believes there are these types of grants, Chelsea Smith stated she will have the County continue to look,

b) Hiring a Surveyor to Map Sections NE1 and NW1 - The CMS informed the board that she contacted the President's office at Moorpark College and spoke with Gabby, who will forward the idea their Engineering department to see if they can come out as a class under the instruction of an instructor and map the sections needed, She also informed the board that Cal Lutheran does not have an Engineering program so she is waiting to hear back from Moorpark College and will also look for additional surveyors to bid the project,

c) Annual Budget – A motion was made to approve the budget
Moved by Trustee Burdorf
Seconded by Trustee Frank
VOTE: 4:0

10. New Business –

a) Annual Audit – The CMS informed the board that she received an email from Barbara Beatty stating that the Cemetery needs to audit for two years to be caught up, A motion was made to audit both years now to be caught up
Moved by Vice Chairman Cammarata
Seconded by Trustee Frank
VOTE: 4:0

Here Chairman Saunders moved to amend the approval of Old Business Agenda Item 10c to approve the budget with the following changes, the CMS will adjust the Sodding line item by to make room to then add the second year of Audit at \$8,000 to the budget
Moved by Chairman Saunders
Seconded by Vice-Chairman Cammarata
VOTE: 4:0

11. Warrants -

A motion was made to approve the Warrants
Moved by Trustee Burdorf
Seconded by Trustee Frank
VOTE: 4:0

12. Comments by Trustees

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Chairman Saunders stated that he would like to make a statement in response to the letter read into the record by Mrs. Teresa Jordan regarding the property taxes, Chairman Saunders stated he spoke with Brian Gabler The City manager who stated that he felt he had finally explained the property taxes to former Vice-Chair Gregory Stratton in a way that he understood, and unfortunately he passed away before he had a chance to clear it all up with board, Chairman Saunders also stated that he wanted it noted in the record that Mr. Gabler's statements regarding this issue were very heartfelt, Trustee Burdorf asked if anyone has any nice photographs they have taken of the Cemetery, to please submit them to the CMS, she would like to use them for the cover of the next audit, Chairman Saunders also stated that Mr. Gabler told him that the Park District is open to the Cemetery having a larger sign put up in the park

13. Closed Session –

- Personnel Review

14. ADJOURNMENT – at 2:42 pm

Next meeting:

September 14, 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