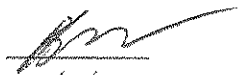


APPROVED:   
DATE: 5/11/22

**MINUTES**

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

**April 13, 2022  
2:00 pm**

**MEETING LOCATION:**

**Zoom USA**

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**1. CALL TO ORDER at 2:00 pm**

**2. ROLL CALL –**

<b>William Saunders</b>	<b>Chairman</b>	<b>Absent</b>
<b>Ron Cammarata</b>	<b>Vice-Chairman</b>	<b>Present</b>
<b>Deborah Burdorf</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 – No Changes**

**4. Approval of Minutes – Regular Meeting – April 13, 2022**

A motion was made to approve  
Moved by Trustee Burdorf  
Seconded by Trustee Ryan-Apuzzo  
**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:

- The Water Bill increased to \$5254, The CMS informed the board there was another large leak in section 3 which may have affected the bill

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

- Section 7 is down to 5 available Plots
- Will begin to probe section six to locate any available plots
- Will add hiring a surveyor to map out section NE1 for future sales to next month's agenda
- CMS will have bids for the mapping to present at the next meeting
- The New Website will be live by the next board meeting
- Had to make an additional Vault order
- Will need to order vaults more frequently to prevent running out
- Would like to institute a confirmation sheet with a penalty for mortuaries that do not confirm the dates of services with the cemetery at least 48 hours in advance

APPROVED: 

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- Update on Trustee Frank's condition
- Trustee Ryan-Apuzzo paid the CMS a compliment, she overheard the CMS on a call with a gentleman that was very hard to understand and was impressed with the way the CMS handled the situation. Trustee Ryan-Apuzzo said the CMS handled the situation with patience and great professionalism

**8. Correspondence - Distribution and Review**

**9. Old Business**

**a) Property Tax Review**

No Updates this month – Vice-Chairman Cammarata suggested we wait until next meeting again to see if Trustee Frank returns, if not Chairman Saunders will have returned from his vacation and then the board can decide together what the next steps will be. He also mentioned that Mrs. Teresa Jordan has done a great job gathering a lot of information that will be helpful to anyone going forward

**b) Planning for the Future -**

Vice-Chairman Cammarata stated that since no one from the committee was present to carry that this item will be addressed at the next meeting

**10. New Business –**

**11. Warrants -**

A motion was made to approve the Warrants  
Moved by Trustee Burdorf  
Seconded by Trustee Ryan-Apuzzo  
VOTE: 3:0

**12. Comments by Trustees**

**13. Closed Session –**

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

NOTHING TO REPORT

**14. ADJOURNMENT – at 2:52 pm**

**Next meeting:**

May 11, 2022, at 2:00 pm

**Meeting Location:**

Office of 4<sup>th</sup> District Supervisor Bob Huber,  
980 Enchanted Way, Suite 203, Simi Valley, California 93065