

APPROVED: 

DATE: 9/2/26

Regular Meeting Minutes
August 12, 2026

**El Rancho Simi Cemetery District
Board of Trustees – Regular Meeting Minutes**

Date: August 12, 2026

Time: 2:00 PM

Location: Office of the 4th District Supervisor Janice Parvin
980 Enchanted Way, Suite 203
Simi Valley, CA 93065
Phone: (805) 955-2000

1. Call to Order

Chairperson William Saunders called the meeting to order at 2:00PM.

2. Roll Call

- William Saunders (Chairperson) – Present
- Justin Honsinger (Vice Chair) – Resigned
- Ron Cammarata (Treasurer) – Present
- Paula Ryan-Appuzzo (Trustee) – Present
- MaryAnn Lewis (Trustee) - Present

3. Agenda Review

A motion was made by Trustee Cammarata to amend the agenda to add hiring an accountant to new business

Trustee Ryan-Appuzzo seconded the motion

Vote: 4–0 (Motion passed)

4. Approval of Minutes

- Regular Meeting of June 10, 2026

Motion: Trustee Cammarata

Second: Trustee Ryan-Appuzzo

Vote: 4–0 (Motion passed)

5. Public Comments

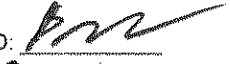
6. Treasurer's Report

Presented by Treasurer Cammarata:

- All financial accounts and records are up to date
- The District remained cash-positive for the year
- The District is realizing significant cost savings since transitioning grave digging and other cemetery services to the landscaping company
- CMS should continue to monitor and keep track of necessary repairs to the house
- The 2021 Audit has been completed

7. Manager's Report

- The probing of every available and reserved plot in Section Six has been completed

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- Plot count has gone down significantly
- Working on getting costs for purchasing a medium sized backhoe
- Trustee Cammarata asked to investigate financing
- CMS contacted the City Planning department regarding removing the middle road of the cemetery for plots and is waiting for them to get back to her
- The CMS raised the issue of handicapped access to the cemetery and will contact CAPC and report back to the board at the next meeting
- The CMS informed the board that the grass in the right side of section six has died again – Trustee Cammarata asked her to ask the landscaping company to come up with a solution

8. Correspondence

All incoming correspondence was distributed appropriately.

9. Old Business

Painting the Residence Exterior

- Trustee Cammarata made a motion to accept the bid from California Painting Pros to paint the residence exterior
- Seconded – Trustee Ryan-Apuzzo
- Vote: 4–0 (Motion passed)

10. New Business

Review the need to a Certificate of Burial Rights

Carried to the next meeting

Annual Budget Review

Chairperson Saunders noted that the replacement of the carpet in the District Office, the purchase of a golf cart for cemetery services, and the installation of an automatic gate opener at the residence gate for safety and hiring an accountant, are all included in the budget review. Therefore, approval of the budget authorizes these expenditures, eliminating the need for separate discussion and votes on each item.

- A motion was made to approve the budget except for the Golf Cart which will be changed to purchasing a Gator and added to the next meeting under new business
- Motion: Trustee Ryan-Apuzzo
- Second: Trustee Cammarata
- Vote: 4–0 (Motion passed))

11. Warrants

- Motion to Approve: Trustee Cammarata
- Second: Trustee Ryan Apuzzo
- **Vote: 4:0 (Motion passed)**

12. Trustee Comments

13. Closed Session

Topics Discussed:

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- Personnel Review
 - Liability Claims (per Gov. Code § 54954.5(d))
 - Claimant: Maria Juarez
 - Agency Claimed Against: El Rancho Simi (Pioneer) Cemetery District
- Chairperson Saunders announced that the Juarez claim has settled

14. Adjournment

Next Regular Meeting

Date: September 9, 2026

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