APPROVED: APPROVED: BATE: SIM/2~

# **MINUTES**

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

July 13, 2022 2:00 pm

# **MEETING LOCATION:**

# **Zoom USA**

1. CALL TO ORDER at 2:02 pm

2. ROLL CALL -

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

- 3. AGENDA REVIEW No Changes
- 4. Approval of Minutes Regular Meeting June 8, 2022

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

**VOTE: 4:0** 

5. Public Comments -

None

- 6. Treasurer Report and Presentation of current Financial Statement- Trustee Frank arrived
  Trustee Burdorf the Board Treasurer updated the board on the following topics:
  - \$6,500 was paid for the annual audit
  - Treasurer and CMS will attend a grant workshop put on by Assembly woman Suzette Valladares on July 14, 2022, that can help public agencies to get grant funding
  - We ended the year ahead of budget \$30,000, a profit of \$242,000 compared to expenditures of \$175,000 which is really good, may be the best ever, Our Expenditures were \$184,000 vs the budget of \$167,000 which is more than budgeted but overall we ended up \$30,000 ahead based on Lisa's reports
  - Reviewed the preliminary budget for this year and it looks good
- 7. Manager's Report CMS gave a verbal report
  - Section Seven needed to have its own irrigation installed Costs will show in next month's reports
  - 9 leaks were detected and repaired in section 4

APPROVED: 8/10/22

 CSM informed the board the Pioneer Fence is falling down and needs to be repaired or replaced altogether, the CSM will look into the boy scouts and other organizations to see if this can be done as a community project

# 8. Correspondence - Distribution and Review

#### 9. Old Business

# a) Property Tax Review

Trustee Frank informed the board that the county and city both say they are paying the correct amount to the district and that this item can be removed from the agenda for now to be added back on the agenda in November

## b) Planning for the Future -

Trustee Frank informed the board that a meeting was held on June 16, 2022, at Supervisor Huber's office we had the city represented, Parks and Rec, the Cemetery District, and Supervisor Huber's office was represented as well, the three things that came out of the meeting were:

- 1. We are now looking at finding sources of grants and loans for the expansion of the cemetery
- 2. We are looking at both Government and Private Properties one of which may be donated to us for the expansion
- 3. Working with the City looking at if we need it how we do a bond measure as we did in the early nineties for the cemetery to finance the expansion of the cemetery and everyone has been given assignments

The next meeting will be via Zoom only on August 1, 2022, where those who are participating are going to make their reports, the state and county have decided they are going to wait until we have something definitive to supply to them which means a location and financing in place before they will become involved, Trustee Frank stated that it is his hope that they will have something more definitive by October or November, that we can say this is the land and this is the cost, The one piece of information that we are missing is how many acres is the current cemetery—the CMS informed Trustee Frank that the current cemetery is 4.5 acres,

c) Annual Budget - The CMS informed the board the budget is ready to be voted on at the next meeting

#### 10. New Business -

# 11. Warrants -

A motion was made to approve the Warrants Moved by Vice-Chairman Cammarata Seconded by Trustee Burdorf VOTE: 5:0

#### 12. Comments by Trustees

Vice-Chairman Cammarata asked if an archeologist would be able to assist with the mapping of the cemetery sections, the CMS stated that GeoModel is an archeologist and they will find unmarked burials but they cannot make a map that can be recorded with the County in order for the Cemetery to sell plots from it

#### 13. Closed Session -

Personnel Review

#### 14. ADJOURNMENT - at 2:41 pm

#### Next meeting:

August 10, 2022, at 2:00 pm

APPROVED: 111/22

Meeting Location:

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