


APPROVED:  VICE CHAIR
DATE: 04/13/2022

MINUTES

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

**March 9, 2022
2:00 pm**

MEETING LOCATION:

Zoom USA

1. CALL TO ORDER at 2:01 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 –

Chairman Saunders made a motion to add an item under new business 10b-Rodents in the Residence,
Seconded by Vice-Chairman Cammarata,
VOTE: 3:0

4. Approval of Minutes – Regular Meeting – February 16, 2022

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

5. Public Comments – (Trustee Ryan-Apuzzo Arrived Here)

Mrs. Teresa Jordan

6. Treasurer – Report and Presentation of current Financial Statement

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

- We are looking good as far as cash versus the same time last year
- Bookkeeping was back down from last month due to the audit being completed
- The net income for the month was negative due to expenditures
- \$14,000 in revenue and \$17,000 in expenditures
- Vice-Chairman Cammarata noted that though the net revenue is negative for the month it is still better than what was budgeted, so the month negative was anticipated and not a surprise

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

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8. Correspondence - Distribution and Review

9. Old Business

a) Property Tax Review

No Updates this month – Vice-Chairman Cammarata commented that by next meeting if Trustee Frank is not able to return that the board may need to consider appointing someone to pick up the ball where he is and continue

b) Planning for the Future -

No report this month

c) Shipping Container Replacement –

The CMS informed the board the add in Craig's list for free dirt is working and she will also put another add at the Facebook Market Place – It will take some time but as long as we stay out of the container for now until it is fixed it should be fine – This Item was tabled until all of the dirt is gone

10. New Business –

a) Website Issues –

The CMS informed the board that the current website cannot be properly recovered; Siteserver is not able to get it to work properly. She also informed them of a company called Streamline which works with many Special Districts building their websites, they provide all of the security certificates for the sites, they provide the ADA compliance monitoring, and the bones of a website, They provide training and technical support for \$550 per year

A motion was made to approve to move away from GoDaddy and Siteserver and change to Streamline platform for the Website hosting and monitoring for \$550 per year

Moved by - Vice-Chairman Cammarata

Seconded by - Trustee Ryan-Apuzzo

VOTE: 4:0

b) Rodents in the Residence – The CMS informed the board there are rats inside of the residence, she has caught two of them a couple of weeks apart in the back bedroom, The CMS contacted four different pest control companies who all recommended replacing the crawlspace doors, all of the cross vents, and to add wire mesh to cover the sixteen entry points around the perimeter of the house, also there are three more entry points in the kitchen where all agree the rats appear to be coming into the house, there is a very large rats nest underneath the home where the rats are literally eating through the wood beams that are rotted out, The CMS informed the board that the only company who could do all of the work needed to fix the problem is Rodent Masters, Rodent Masters estimated the job to cost \$3,500, none of the other companies could do all of the work needed

A motion was made to approve up to \$3600 at the review and approval of the Chairman of the Board to decide on the appropriate remediation of the rat infestation

Moved by Vice-Chairman Cammarata

Seconded by Trustee Ryan-Apuzzo

VOTE: 4:0

11. Warrants -

A motion was made to approve the Warrants

Moved by Trustee Burdorf

Seconded by Trustee Ryan-Apuzzo

VOTE: 4:0

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12. Comments by Trustees

Vice-Chairman Cammarata commented that the new Cemetery Sign is way smaller than he thought it would be

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 3:05 pm

Next meeting:

April 13, 2022, at 2:00 pm

Meeting Location:

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