

APPROVED:

DATE: 10/5/21

MINUTES

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

**August 11, 2021
2:00 pm**

MEETING LOCATION:

**Office of 4th District Supervisor Bob Huber
980 Enchanted Way, Suite 203
Simi Valley, California 93065
(805) 955-2300**

- 1. CALL TO ORDER at 2:04 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** – A motion was made by Chairman Saunders to amend the Agenda to add 10C to New Business to discuss the Burial of Virginia Honsinger, Seconded by Trustee Burdorf
Vote: 4:0
A motion was made by Trustee Burdorf to add Agenda Item 10D to New Business to discuss adding more funds to the Prudent Reserve, Seconded by Trustee Ryan-Apuzzo
Vote: 4:0

- 4. **Approval of Minutes – Regular Meeting – July 14, 2021**
A motion was made to approve
Moved by Trustee Burdorf
Seconded by Chairman Saunders
VOTE: 4:0

- 5. **Public Comments**
Teresa Jordan

- 6. **Treasurer – Report and Presentation of current Financial Statement**
Trustee/Treasurer Burdorf updated the board on the following topics:
 - We had a good month, all else is on the Agenda and will be discussed at that time

- 7. **Manager’s Report – CMS gave a verbal report on the following:**
 - CMS had nothing to report beyond the regular monthly statistics

APPROVED: *[Signature]*
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8. Correspondence - Distribution and Review

9. Old Business

a) Property Tax Review – Trustee Frank Arrived here

Trustee Frank Stated that he spoke with Mr. Gable regarding the discrepancies between the funds sent to the City of Simi by the County of Ventura for the District and the funds the City of Sim forwarded to the District and Mr. Gabler stated "There are no discrepancies." Trustee Frank also stated that A CPA with the City is reviewing all of the numbers and will get back with him—carried to next meeting

b) New Cemetery Sign -

CMS informed the board the Traffic Division of the City said the signs on the street cannot be altered in anyway. Trustee Frank offered to go to 4 of the 5 members of the Board of that division to see if something can be done

c) 2021-22 Annual Budget-

The CMS presented the budget for approval
A Motion was made to approve the 2021-22 Budget with one change: to make sure the dates on the opening page are correct
Moved by – Vice-Chairman Cammarata
Seconded by – Trustee Ryan-Apuzzo
VOTE: 5:0

d) Ossuary Wall Dedication Ceremony and Guest List - Update

CMS asked the board for the guest list and program agenda
Trustee Frank will handle the Program agenda
Chelsea from Supervisor Huber's office offered to put together a list of names to invite
Chairman Saunders offered to reach out to the Chamber of Commerce to invite people
Vice-Chairman Cammarata will handle the refreshments
CMS will create the programs, set up the area, and decorate the wall and the front sign

e) Budget to Beautify the Ground in Front of the Cemetery Entrance /Ossuary Wall

The CMS will see if Alejo Landscaping can do this – Carried to the next meeting

10. New Business

a) Renewing the Chamber of commerce Membership for \$225 –

A motion was made to renew the membership
Moved by Vice-Chairman Cammarata
Seconded by Chairman Saunders
VOTE: 5:0

b) Plot Buy Back -

The CMS requested the board consider allowing her to set up a buy back procedure
Trustee Burdorf asked that the CMS review the Bylaws to make sure there is nothing in there that prohibits this type of procedure – carried to the next meeting

c) Honsinger burial –

Chairman Saunders informed the board that he received a call from Supervisor Huber and Mayor Mashburn requesting the board to consider allowing Mr. Dale Honsinger to be buried at no cost, after much discussion the board decided to carry this item over to the next meeting to allow time for more research on the matter

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d) Making a Deposit into the Prudent Reserve Fund –

Motion was made to deposit \$30,000 into the Prudent Reserve fund

Moved by Vice-Chairman Cammarata

Seconded by Trustee Burdorf

VOTE: 5:0

11. Warrants -

A motion was made to approve the Warrants

Moved by Trustee Burdorf

Seconded by Trustee Ryan-Apuzzo

VOTE: 5:0

12. Comments by Trustees

13. Closed Session –

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

NO REPORT OUT OF CLOSED SESSION

14. ADJOURNMENT – at 3:19 pm

Next meeting: September 8, 2021, at 2:00 pm

Location: 980 Enchanted Way, Unit 203, Simi Valley, CA 93065