APPROVED: [signature]

DATE: 10/14/26

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 2:01PM.

2. Roll Call
- William Saunders (Chairperson) – Present
- Vice Chair – Vacant
- Ron Cammarata (Treasurer) – Present
- Paula Ryan-Apuzzo (Trustee) – Absent
- MaryAnn Lewis (Trustee) - Present

3. Agenda Review – NO CHANGES

4. Approval of Minutes
- Regular Meeting of August 12, 2026

Motion: Trustee Cammarata
Second: Trustee Ryan-Apuzzo
Vote: 3–0 (Motion passed)

5. Public Comments

6. Treasurer's Report
Presented by Treasurer Cammarata:
- Audit from 2021 is complete
- We are financially healthy

7. Manager's Report
- CMS gave an update on removing the middle road of the cemetery to make room for additional plots
- Following the discussion, Trustee Cammarata suggested the CMS go to the planning department and ask what we need to do and not to do
- Chelsie Kennedy offered to make a friendly phone call to the planning department to ask on behalf of the cemetery what must be done
- CMS updated the Board regarding ADA compliance and access to the cemetery sections. CMS informed the Board that ADA compliance requires providing access to the cemetery sections; no additional assistance or accommodations are required.

8. Correspondence

All incoming correspondence was distributed appropriately.

9. Old Business
Review of the need for COBR

- The CMS informed the board that yes, we must have them because the receipt is proof of payment and the COBR is proof of Ownership (Bob Hunt Cemetery Attorney)

10. New Business
Voting in a New Vice-Chairperson
Trustee Cammarata nominated Trustee Lewis, the CMS read the responsibilities of the Vice-Chair from the District Bylaws. And, after discussion, Trustee Lewis accepted the nomination

- Motion: Trustee Cammarata
- Seconded: Chairperson Saunders
- Vote: 3-0 (Motion passed)

Purchasing a Gator/Utility Cart for Cemetery Services
Trustee Cammarata suggested that the board approve the CMS up to $15,000 to purchase a Utility Vehicle with the approval of both the Chairperson and Treasurer and the chairman if we find one

- Motion: Trustee Cammarata
- Seconded: Vice-Chairperson Lewis
- Vote: 3-0 (Motion Passed)

Purchasing a Larger Backhoe

- Carried to next meeting

11. Warrants

- Motion to Approve: Trustee Cammarata
- Second: Vice-Chairperson Lewis
- Vote: 3-0 (Motion passed)

12. Trustee Comments

13. Closed Session
Topics Discussed:

- Personnel Review

14. Adjournment – 2:32 pm

Next Regular Meeting
Date: October 14, 2026
Time: 2:00 PM
Location: Office of the 4th District Supervisor Janice Parvin
980 Enchanted Way, Suite 203
Simi Valley, CA 93065