

MINUTES

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

January 22, 2025 2:00 pm

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

- 1. CALL TO ORDER at 1:58 pm Chairperson Saunders announced that the meeting was called to order a few minutes early due to a wildfire in the area
- 2. ROLL CALL --

WILLIAM SAUNDERS Chairperson Present

JUSTIN HONSINGER Vice-Chairman Present

RON CAMMARATA Treasurer Absent

PAULA RYAN-APUZZO Trustee Absent

STEVE FRANK Trustee Present

- 3. AGENDA REVIEW- NO CHANGES
- 4. APPROVAL OF MINUTES Regular Meeting December 11, 2024

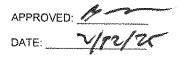
A motion was made to approve the minutes Moved by Vice-Chairperson Honsinger Seconded by Trustee Frank

VOTE: 3:0

5. PUBLIC COMMENTS -

Mrs. Teresa Jordan

- 6. Treasurer Report and Presentation of current Financial Statement– No Report
- 7. MANAGER'S REPORT CMS gave a verbal report on the following current issues
 - The Deposit from the County was received
 - No viable candidate for the Gravedigger/landscaper position
 - · Saul asked if we would consider waiting until June to see if he will take the position himself
 - Irrigation: Section 5 Dry area not getting water Valve Repair Remove, take apart and replace the O ring on a valve
 - Section 6 Dry area not getting water Replace the batteries in the Timer and Reprogram
 - Landscaping: Nothing to report Trustee Frank asked if there was anything on the punch list that needs to be done? The CMS stated not at this time
- 8. CORRESPONDENCE Distribution and Review



9. OLD BUSINESS

10. NEW BUSINESS -

a) Making a Deposit Into the Reserve Account -

The CMS reminded the board that a vote was taken to consider making a deposit into the District Reserve Account each time an apportionment payment is received. The board decided to postpone this item to involve the Treasurer in the decision-making process.

b) 2022-23 - Audit Proposal \$8,800

A motion was made to accept the Proposal from Harshwal and Associates to do the 2022-23 Audit

Moved by Vice-Chairperson Honsinger

Seconded by - Trustee Frank

VOTE: 3:0

11. WARRANTS/CALCARD- Review and Vote

A motion was made to approve the Warrants and CalCard Statement and Receipts Moved by Trustee Frank Seconded by Vice-Chairperson Honsinger

VOTE: 3:0

12. COMMENTS BY TRUSTEES

13. CLOSED SESSION -

- Personnel Review
- Cemetery Expansion Review and Discussion

Chairperson Saunders announced that during the closed session, a motion was made by Vice-Chairperson Honsinger and seconded by Trustee Frank to remove the agenda item regarding the Cemetery Expansion Review and Discussion. The motion passed unanimously with a vote of 3-0

14. ADJOURNMENT - at 2:25 pm

Next meeting:

February 12, 2025, at 2:00 p.m.
Office of The 4th District Supervisor Janice Parvin 980 Enchanted Way, Suite 203, Simi Valley, CA 93065 (805) 955-2000