

APPROVED [Signature]  
DATE 5/12/21

**MINUTES**

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

**May 12, 2021  
2:00 pm**

**MEETING LOCATION:**

**The Meeting Was Held: Via Zoom.US  
Please refer to our website:  
[Simipubliccemetery.com](http://Simipubliccemetery.com) for Log-in Instructions**

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1. **CALL TO ORDER at 2:02 pm**

2. **ROLL CALL –**

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

3. **AGENDA REVIEW – No Changes**

4. **Approval of Minutes – Regular Meeting – April 14, 2021**

A motion was made to approve  
Moved by Vice-Chairman Cammarata  
Seconded by Trustee Frank  
**VOTE: 4-0**

5. **Public Comments**

Mrs. Teresa Jordan

6. **Treasurer – Report and Presentation of current Financial Statement**

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

- The Budget is in good shape
- Not over budget for the year
- About \$7,000 revenue over expenditures currently
- Utilities look good for the house
- Like the new credit card report
- House repairs are over

7. **Manager's Report – CMS gave a verbal report on the following:**

- Police department does not have any information regarding ground radar

- Regarding returning to in person meetings- Supervisor Huber's office has not been given the okay from the County of Ventura yet. They expect a vote will be made on June 16, 2021 and they will let me know the result

## 8. Correspondence - Distribution and Review

## 9. Old Business

### a) Property Tax Review

Trustee Frank informed the board that he has a 5 o'clock zoom call today with Steven Hintz who will be helping us to have the County pay us directly instead of going through the City. He will have more of an answer and will send out an email to the board through the CMS with what he finds out. They are still looking at where the money went.

### b) New Cemetery Sign

CMS left a message with Public Works and will report next meeting

### c) Contacting the County of Ventura to see if they will donate a Large Backhoe to the Cemetery

Trustee Frank informed the board that the County has not been able to locate one yet but they are looking nationwide - Chairman Saunders asked if we need to keep this item on the agenda - Trustee Frank stated he will keep an eye on this for the District and will let the CMS know when he hears anything and there is no need to keep on the agenda - This item is tabled until further notice

### d) Tree Trimming Needs -

CMS informed the board how to use the reserves to pay for the Tree Trimming, and proposed that there are 53 trees that are in dire need of being trimmed, and they can be trimmed for \$15,000. Chairman Saunders noted that now that we know it is best to trim the trees while they are bare, that we should trim the dangerous ones now and then the rest when all of the leaves fall off again in the fall.

A motion was made to spend \$15,000 on the trees that need it the most right now

Moved by Vice-Chairman Cammarata

Seconded by Trustee Frank

VOTE: 4:0

## 10. New Business

### a) Plumbing Issues at the Cemetery Residence -

CMS informed the board on the plumbing issues currently at the residence, Tony with Alvera Plumbing replaced the main line in the front of the residence, however the replacement in the front did not fix the problem in the rear of the residence. The galvanized piping in the rear of the residence is also clogged and nearly completely plugged, which is the reason why the water, especially the hot water is scarcely coming through. Alvera Plumbing gave an estimate of \$3,500 to replace them.

A motion was made to replace the water pipes in the rear of the residence for \$3,500

Moved by Trustee Frank

Seconded by Trustee Burdorf

VOTE: 4:0

### b) Changing Agenda Item 11 back to read Warrants -

The CMS noted this item is not actually what the audit company was calling for, therefore it should be changed back to read warrants

A motion was made to change Agenda Item 11 back to Warrants

Moved by Trustee Burdorf

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Seconded by Trustee Frank  
VOTE: 4:0

**11. Risk Management – Analysis of Monthly Expenditures and Plot Sales**

A motion was made to approve the Risk Management Analysis

Moved by Vice-Chairman Cammarata

Seconded by Trustee Burdorf

VOTE: 4:0

**12. Comments by Trustees**

Chairman Saunders asked if there was any word from Trustee Ryan Apuzzo, the CMS said no, but that she would check with her to make sure she is okay and will notify the board once contact is made

**13. Closed Session –**

- Personnel Review – (CMS Yearly Review)  
Nothing to report

**14. ADJOURNMENT – at 2:41 pm**

Next meeting: June 9, 2021 at 2:00 pm  
Location TBD