

**MINUTES**

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

**July 8, 2020  
2:00 pm**

**MEETING LOCATION:  
Zoom.us  
Meeting ID # 749-330-4135**

1. CALL TO ORDER at 2:00 pm

2. ROLL CALL –

<b>William Saunders</b>	<b>Chairman</b>	<b>PRESENT</b>
<b>Gregory A. Stratton</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>PRESENT</b>
<b>Ron Cammarata</b>	<b>Trustee</b>	<b>PRESENT</b>

3. **AGENDA REVIEW - The agenda was amended to add the following Agenda Items:**  
10C. Annual Budget Review - Presentation/Discussion With a Possible Vote  
10D. Capital Improvement Budget - Presentation/Discussion With a Possible Vote

4. **Approval of Minutes – Regular Meeting June 10, 2020**  
A motion was made to approve with one change. Change the date of next month's meeting from June 10, 2020 to July 8, 2020  
Moved by Trustee Stratton  
Seconded by Trustee Cammarata  
**VOTE: 5:0 - Unanimous**

5. **Public Comments**  
CMS Read an email into the record on behalf of Mrs. Teresa Jordan

6. **Treasurer – Report and Presentation of current Financial Statement**  
Trustee/Treasurer Burdorf updated the board on the following:  
• We are over budget by \$29,000  
• Suggestion to allow CMS to attend an online course on Government Accounting  
• The District Bookkeeper is looking into setting up Direct Deposit for all employees

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

8. **Correspondence - Distribution and Review**

9. **Old Business**

a) **Property Tax Review**

DATE: 8/12/2020

Nothing to report carries to next meeting

**10. New Business****a) Charline Appleton – Discussion With a Possible Vote**

A motion was made to inter Mrs. Appleton and send an invoice for the balance of the service to her Step-grandson Christopher Appleton for the remaining balance of \$200.00

Moved by Trustee Stratton

Seconded by Trustee Burdorf

**Vote: 5:0 - Unanimous**

**b) Cal Card – Discussion With a Possible Vote -**

CMS informed the board the Cal Card has been approved

**c) Annual Budget – Discussion With a Possible Vote**

A motion was made to approve the 2020 – 2021 Budget with the following changes:

Change D & O premium to \$20,000.00, Change CMS Salary to \$20,000.00 and add \$2,000.00 to Property Tax

Moved by Trustee Saunders

Seconded by Trustee Cammarata

**Vote: 5:0 - Unanimous**

**d) Capital Improvement Budget – Discussion With a Possible Vote –**

A motion was made to approve a Capital Improvement budget in the amount of \$47,000.00 to have all of the roads at the Cemetery, the Cemetery Residence, and the street in front of the Residence repaved and to have all broken curbs removed and replaced

Moved by Trustee Stratton

Seconded by Trustee Cammarata

**Vote 5:0 - Unanimous**

**11. Warrants**

A motion was made to approve the warrants

Moved by Trustee Burdorf

Seconded by Trustee Ryan-Apuzzo

**Vote: 5:0 - Unanimous**

**12. Comments by Trustees**

Trustee Stratton would like the CMS to research the Health and Safety code to clarify who has to pay the Non-Residency Fee

**13. Closed Session – No Closed Session Items to Discuss**

- Personnel Review

**14. ADJOURNMENT – at 3:20 pm**

**Next meeting: August 12, 2020, at 2:00 pm**

**The location of the August 12, 2020 meeting will be determined at a later date**