


APPROVED: 
DATE: 9/14/19

MINUTES

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

**1461 Thompson Lane
Simi Valley, California 93065
Office Telephone: (805) 526-8245**

**August 14, 2019
2:00 PM**

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

1. CALL TO ORDER at 2:00 pm
2. ROLL CALL –

William Saunders	Chairman	PRESENT
Gregory A. Stratton	Vice-Chairman	PRESENT
Deborah Burdorf	Treasurer	ABSENT
Paula Ryan-Apuzzo	Trustee	PRESENT
Ron Cammarata	Trustee	ABSENT

3. AGENDA REVIEW – No Changes

4. APPROVAL OF REGULAR MEETING MINUTES: July 10, 2019
Motion to approve
Moved by Trustee Ryan-Apuzzo
Seconded by Trustee Stratton
VOTE: 3:0 -

5. PUBLIC COMMENTS

Mrs. Teresa Jordan read a letter into the record
Trustee Burdorf arrived during Public Comments

6. TREASURER – Report, and Presentation of Current Financial Statement –

Trustee Burdorf reported & discussed:

- The District is in good financial health.
- Trustee Burdorf asked the CMS to explain the Large Pest Control Bill for \$610 – The CMS explained that the Pest control company J & J, the company who is

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addressing the Cemetery's Ground Squirrel problem also handled a Bee Problem we had in the Cemetery in the month of July and in addition to that they have also taken over for Terminix because they offered to spray the residence for \$16 less per month

7. CEMETERY MANAGER – CMS Report for prior Month and Presentation of New Issues

CMS reported:

- The grass in the Cemetery is dying and needs more water
- Will need assistance with some of the numbering of the graves in section six
- Had a very good month in Revenue over \$30,000

8. CORRESPONDENCE – Distribution and Review

9. OLD BUSINESS

a) Audit Update

The CMS gave a verbal update

b) 2019/20 Budget – Update/Review -

A motion was made to accept and approve the 2019/20 Budget

Moved by Trustee Stratton

Seconded by Trustee Burdorf

VOTE: 4:0

c) Prudent Reserve Details -

A motion was made to open the Prudent Reserve Fund with the below terms:

- The Prudent Reserve Fund to begin with \$10,000
- The Account be opened by and the authority to sign and move funds given to Trustee's Burdorf, Stratton and the District Accountant Lisa Eideman
- A Meeting of the Board of Directors is not needed to move funds from the Prudent Reserve to the District's regular checking account for use. Only an email from one of the signing authorities is required

Moved by Trustee Burdorf

Seconded by Trustee Ryan-Apuzzo

Vote: 4:0

d) Tree Trimming Needs -

CMS Presented the Board with the following three estimates:

- West Coast Tree, LLC \$7,200
- Leo and Sons Tree Service - \$4,800 and
- Save and Beautiful Tree Co., INC - \$2,300

The \$2,300 bid was accepted, however, the board asked the CMS to request that Mr. Terry Petto share in the cost because the tree limbs hang over on his property which means he should share in the cost of the trimming of them-- Carried to next meeting

e) Memorial Bench for Robbins Family -

A motion was made to allow the Robbins family and to install a bench on one of the 14 plots they purchased for a \$1,000 fee and to allow any family from this day forward who purchases 10 or more Contiguous Full Burial plots to have the opportunity If they like to install a Memorial Bench on one of their plots for \$1,000

Moved by Trustee Saunders

Seconded by Trustee Stratton

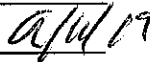
VOTE: 4:0

f) Asphalt Crumbling -

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Carried to next meeting to receive more referrals

10. NEW BUSINESS

a) Cota Family Request to Purchase a Full Burial Plot in the Pioneer Section -

A motion was made to deny the request

Moved by Trustee Saunders

Seconded by Trustee Ryan-Apuzzo

VOTE: 4:0

b) Cost of Disinterment of Ryan Salyer -

A motion was made to set the cost for this Disinterment at \$2,500

Moved by Trustee Saunders

Seconded by Trustee Stratton

VOTE: 4:0

c) Virgil Stites – Request to waive the non-residency fee

Chelsie Smith represented County Supervisor Bob Huber and read a letter into the record of his asking the District to waive the non-residency fee due to the 48 years he lived and served in the City of Simi Valley

Carried to the next meeting to see if Supervisor Huber will give his authority and take responsibility for the waiver, also CMS will contact CAPC to see if the District has the authority to waive this fee because it is a Health and Safety Code requirement

11. WARRANTS

Motion to approve warrants

Moved by Trustee Burdorf

Seconded by Trustee Stratton

VOTE: 4:0

12. COMMENTS BY TRUSTEES

Trustee Saunders announced the annual Beer Fest was coming up for the Cemetery to prepare with the No Event Parking signs, Trustee Stratton announced that he is re-negotiating with the Park District for the back portion of the land of the Park that is not being used to be transferred to the Cemetery

13. CLOSED SESSION: Review of Current and Pending Litigation with Attorney.

- Sharon Wiest et al. V. El Rancho Simi Cemetery District
- Personnel Review

The meeting was called back to order at 4:28 pm by Trustee Saunders who stated there was nothing to report from the Closed Session

14. ADJOURNMENT – at 4:28 pm

Next meeting: September 11, 2019, at 2:00 P.M.

**Office of 4th District Supervisor Bob Huber County of Ventura
980 Enchanted Way; Suite 203; Simi Valley, CA 93065**