


APPROVED: 
DATE: 11/13/2021

MINUTES

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

**September 8, 2021
2:00 pm**


MEETING LOCATION:

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

- 1. CALL TO ORDER at 2:02 pm
- 2. ROLL CALL –

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

- 3. AGENDA REVIEW – No Changes
- 4. Approval of Minutes – Regular Meeting – August 11, 2021
A motion was made to approve
Moved by Trustee Frank
Seconded by Vice-Chairman Cammarata
VOTE: 4:0
- 5. Public Comments
Teresa Jordan
- 6. Treasurer – Report and Presentation of current Financial Statement
The CMS gave the following report in the absence of the Board Treasurer
 - Lisa the District Bookkeeper has uploaded the approved budget into Quick books
 - The Treasurer made a \$30,000 transfer to the Prudent Reserve Fund
 - All of the financial reports look good, if anyone has questions please forward them to Lisa
- 7. Manager’s Report – CMS gave a verbal report on the following:
 - CMS reported that the Cemetery Website has been down since August 17, 2021, due to Malicious Activity
 - The Pioneer Section of the Cemetery has several leaks and a professional irrigation company was called to fix them

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8. Correspondence - Distribution and Review

9. Old Business

a) Property Tax Review –

Trustee Frank informed the board that Mayor Mashburn has agreed to attempt to get an answer from Brian Gabler regarding the missing funds and will get back with Trustee Frank

b) New Cemetery Sign -

Trustee Frank reached out to Mayor Mashburn regarding this issue also and was told when the Mayor returns from out of town he will look into it

c) Plot Buy-Backs

The CMS requested the board consider initiating a buy-back program for the cemetery
A motion was made to initiate a buy-back program for the Cemetery to repurchase interment rights for the price that was paid to purchase them

Moved by – Vice-Chairman Cammarata

Seconded by – Trustee Frank

VOTE: 4:0

10. New Business

a) Price to Place a Memorial Plaque on the Ossuary Wall –

A motion was made to charge \$100 for a plaque to be placed on the Ossuary Wall

Moved by Vice-Chairman Cammarata

Seconded by Trustee Ryan-Apuzzo

VOTE: 4:0

b) Fee for Replacement Certificate of Burial Rights –

Motion was made to Charge a fee of \$50 for a replacement Certificate of Burial Rights

Moved by Trustee Ryan-Apuzzo

Seconded by Trustee Frank

VOTE: 4:0

11. Warrants -

A motion was made to approve the Warrants

Moved by Vice-Chairman Cammarata

Seconded by Trustee Ryan-Apuzzo

VOTE: 4:0

12. Comments by Trustees

Trustee Frank informed the board he will be meeting with Dan Paranick and Elaine Freeman to discuss the possibilities of the Cemetery District purchasing the back portion of the El Rancho Simi Park, and they will also help the District with obtaining grants to pay for some of or all of the cost

13. Closed Session –

- Personnel Review – (CMS Yearly Review)
- James Omori and Diana Omori –vs- Simi Valley Public Cemetery District DBA: El Rancho Simi Pioneer Cemetery District

NO REPORT OUT OF CLOSED SESSION

14. ADJOURNMENT – at 2:52 pm

Next meeting: October 13, 2021, at 2:00 pm

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Regular Meeting Minutes
September 8, 2021

Location: 980 Enchanted Way, Unit 203, Simi Valley, CA 93065