

APPROVED: 

DATE: 12/23/21

MINUTES

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

**October 13, 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 2:06 pm
- 2. ROLL CALL –

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

- 3. AGENDA REVIEW – No Changes
- 4. Approval of Minutes – Regular Meeting – September 8, 2021
A motion was made to approve
Moved by Trustee Frank
Seconded by Trustee Ryan Apuzzo
VOTE: 4:0

- 5. Public Comments
None

- 6. Treasurer – Report and Presentation of current Financial Statement
Trustee Burdorf the Board Treasurer updated the board on the following topics
 - The Treasurer, Trustee Burdorf had questions regarding the CMS's paycheck. What the item for \$240 is, The CMS informed the board and the treasurer the funds were for 3 days of sick pay
 - The Treasurer Trustee Burdorf Asked questions regarding a reported flood that took place in 1969 and if any changes were made to the Arroyo because of it

- In addition she also asked the CMS to try to find out information on when the Cemetery Residence was moved from the back of the park to its current location

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

- CMS reported that the Cemetery Website is back up and running however there remains some Malicious Activity that Siteserver is still working on removing
- CMS reported she hired a professional leak detection company to find the leaks in the Pioneer Section of the Cemetery

8. Correspondence - Distribution and Review

9. Old Business

a) Property Tax Review –

Trustee Frank informed the board that he spoke with City Manager Brian Gabler again who stated there is no reason to believe they owe the District any money from the Tax payouts, but Mayor Mashburn has said he will ask for an audit

b) New Cemetery Sign -

Trustee Frank informed the board that the Park District controls where the sign currently is and that due to city ordinance the sign cannot protrude into the street, The City Manager Brian Gabler suggested that the District consider a four foot sign instead and that he is willing to work with Dan Paranick the head of the Park District to redesign it in order for it to be approved

10. New Business

a) Simi Elks Lodge Bingo – Advertisement Opportunity –

The CMS informed the board that she was approached by a gentleman from the Elks requesting the District place an advertisement in their Bingo Program that all Bingo players have to see to play the game. He also said that the Program reaches about 125 people a week; the board felt it was not a good idea to advertise in this way at this time

11. Warrants -

A motion was made to approve the Warrants
Moved by Trustee Frank
Seconded by Treasurer/Trustee Burdorf
VOTE: 4:0

12. Comments by Trustees

Trustee Frank stated that when he met with the City Manager they also discussed that the Cemetery may have enough plots to last approximately 3 to 6 years, therefore now is a good time to begin looking at other options for property to expand the cemetery besides just the back of the park, he also stated that perhaps the board may want to consider appointing a committee to sit down with the City and County to look at potential plots of land to purchase, Trustee Frank also stated there is a possibility of a Golf Course and other land that is already owned by the Government that may possibly be transferred to the Cemetery as a tax write off, lastly the District will need a City and State permit to use any possible land as a Cemetery, Trustee Frank will continue to meet and work with both Dan Paranick and Elaine Lister to research these possibilities

13. Closed Session –

- James Omori and Diana Omori –vs- Simi Valley Public Cemetery District DBA: El Rancho Simi Pioneer Cemetery District

12/23/21

14. ADJOURNMENT – at 2:46 pm

Next meeting: November 10, 2021, at 2:00 pm

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

2

A handwritten mark or signature, possibly the letter 'B', located in the lower-left quadrant of the page.

12/23/21