

Pleasant Valley Estrella Cemetery District
Minutes from Board of Trustees Meeting
March 7, 2022 at 9:00 am

Location: Pleasant Valley Cemetery 7000 Estrella Road, San Miguel, CA 93451

Call to Order: 9:08 am. Flag salute.

Present: Cemetery Board of Trustees – Henry Heer, Kenneth Meeks, Susan Velasquez, Gaylo Elston and Suze Evenson

Approval to accept the minutes of the meeting of January 3, 2022. Motion made by Suze, seconded by Gaylo, all ayes.

Public Comment: No comment at this time.

Special Presentation: None at this time.

Financial Report: \$1679.53 in checking account. \$7503.51 in endowment account. Insurance will be due in July at cost of \$1009.00 +. Susan will get an insurance quote from Golden State Risk Management before the June meeting.

OLD BUSINESS:

New Entrance and Parking Area for Estrella Adobe Church/Cemetery: The Memorandum of Understanding Regarding Cemetery Access over Airport Property was sent to all trustees prior to this meeting. Discussion was held. Roll Call was held on acceptance of the Memorandum which still has to go before the City of Paso Robles Council. All ayes. Henry Heer will contact Paul Viborg and Roger Oxborrow for a meeting to determine where the gates(s) need to be located, whether new fencing needs to be installed and any other requirement by the City to secure the property. Kenneth, Susan and Suze indicated they would like to attend the meeting also.

Quitclaim Deed to Estrella Adobe Church/Cemetery: Susan last had an email from San Luis Obispo County Counsel, Ben Dore, on February 23, 2022. He stated his supervisor was going to talk to Supervisors Peschong's office regarding the quiet title lawsuit. That was the last communication Susan had with Ben. Discussion held. Susan will contact Ben one more time and also Peschong's office to see if they were notified of the request for a quiet title lawsuit. If they do not wish to proceed, Susan will next try Attorney Robert Hunt who is on Retainer for PCA.

Revenue from Prop 13 tax: Susan has not had a chance to pursue this. She did find California Legislature Health and Safety Code 9080 and Government Code 50075 which gives the district the right to request revenue from taxation if they are not able to meet their expenses otherwise. Susan will pursue this when she has a chance.

Website: Prior to our last meeting, Susan had a video chat set up with Streamline, a company that puts together websites for special districts. Susan had to reschedule this video chat due to her incapacity and

it was voted on at the January meeting that PVECD would not have a website. After Susan was able to reschedule the video chat with Streamline, it was determined that the company would provide everything the district needed to be in compliance and at a very reasonable cost of \$20.00 per month. Susan was offered the opportunity to apply for a scholarship with the Special District Leadership Foundation (SDLF). Susan filled out and sent the application and our request was granted. The first 15 months of the website fee of \$20.00 per month will be paid by SDLF. There is no long term contract - month to month. After discussion, Suze made a motion to go ahead with the website with Susan setting it up and maintaining it. Gaylo seconded the motion. All ayes.

NEW BUSINESS:

Review Rules for Cemetery: The rules for the cemetery with suggested additions in red were sent to all of the trustees prior to today's meeting. The additions were each read and agreed upon. Roll Call was held. All ayes.

Review of the Bylaws: The Bylaws with suggested corrections/additions in red were sent to all of the trustees prior to today's meeting. The corrections/additions were each read and agreed upon, including the Public Records Request Guidelines and Public Records Act Request Form. Roll Call was held. All ayes.

Memorial Event at Estrella Adobe Church by the Friends of the Adobes, Inc. (FOA): The FOA will once again be holding their annual Memorial Service at the Estrella Adobe Church on Sunday, May 29, 2022 from 2 to 4 pm. The service was not held the last two years due to COVID. The FOA has asked Supervisor Peschong to be the Master of Ceremonies, Pastor Mike from the Assembly of God Church in San Miguel to do the religious readings and Paul Burkle to play the organ. The FOA is still trying to determine which family they will honor. They thought maybe the Tuleys and Henry stated that he had the contact info for Christie Tuley. Discussion was held. If the new entrance and parking area is not completed by the date of the service, some of our members need to be present to help with the parking situation and signs need to be provided by the City due to the parking hazard on Airport Road.

BOARD MEMBER COMMENTS:

Susan stated that all board members should have received an invitation from PCA for a seminar to be held in Visalia on April 6, 2022. The cost is \$15.00 per person. The fee and transportation costs will have to be paid by the trustee themselves with no reimbursement.

Discussion was briefly held about renting out the Estrella Adobe Church in the future and what should be charged, etc. Susan will work on putting together information as to what we should charge, whether the renters will need to provide their own insurance, cost of renting porta potties, etc. for review at our June meeting

Meeting adjourned at 10:24 am

The next scheduled meeting is set for Monday, June 6, 2022 at 9:00 am at the Pleasant Valley Cemetery. Gaylo stated she would not be able to attend the meeting on this date due to being on a cruise.

Respectfully submitted, Susan Velasquez, Secretary