

Pleasant Valley Estrella Cemetery District

Minutes from Board of Trustees Meeting

December 4, 2023 at 9:00 am

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

Call to Order: 9:087 am. Flag salute.

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

Approval to accept the minutes of the General Meeting held on September 11, 2023: Copies of the meeting minutes were emailed to each trustee prior to today's meeting. A motion was made by Suze to accept the minutes. The motion was seconded by Randy. All ayes.

Special Presentation: None at this time.

Financial Report: Copies of the Financial Report (see attached) were emailed to each trustee prior to today's meeting. A motion was made by Suze to accept the Financial Report. The motion was seconded by Randy. All ayes.

OLD BUSINESS:

Fire Marshal: Susan has not had time to recontact the fire marshal. She will try to accomplish this before the next meeting.

Columbarium(s): The representative from Christy Vault will be here on December 12 – time to yet be determined. Susan and Hank will meet with him and have him look at both properties. Will ask if a permit is needed. Discussion was held as to cost of a columbarium verses the cost of having the grounds at Estrella Adobe Cemetery done with ground penetrating radar to determine where burials may take place. Susan received an estimate from GeoModel, Inc. (attached) to give the board an idea of the cost of the ground penetrating radar. Susan will look into the fact that Estrella is listed on the Paso Robles Historical Inventory and whether we would possibly qualify for grant(s) through them.

Susan also informed the board that she had been reading through old documents in regards to Pleasant Valley Cemetery and had questions in regards to the tax base issue. She had emailed Rita Neal with the San Luis Obispo County Council with questions (attached). The old documents raised questions as to why we are not receiving tax base when we were at one point. Also due to the fact that we were denied tax base since we didn't paid property taxes prior to Prop 13 but we were exempt from paying property tax prior to Prop. 13. Rita Neal responded that her people would look over the documents Susan sent with the email.

Landscaping between Solar Farm and Estrella Adobe Property: Susan had received an email, along with the new landscaping plan, from Luke Nichols prior to today's meeting. The landscaping should be accomplished by the end of the month.

NEW BUSINESS:

CAPC Renewal: Suze made a motion to renew our membership with CAPC for 2024. Randy seconded the motion. All ayes.

Ethics on-line class: The current on-line Ethics class we have currently been using will no longer be offered after December 31, 2023. Susan contacted Vicki Janssen at the County Board of Supervisors as to what we are to do after the end of the year to complete Ethics Classes. She didn't know but was going to investigate and let Susan know. Suze and Kenneth both completed theirs on-line in November and Susan will complete hers this month.

Calendar for 2024: A new calendar of meetings scheduled (attached) was sent to all board members prior to this meeting. A short discussion was held as to a review of our fees. That review will be put on the agenda for our January 8, 2024 meeting.

BOARD MEMBER COMMENTS:

A discussion was held as to getting an updated map of the Pleasant Valley Cemetery done in the CAD Program. Susan provided Randy a map with plots that need to be added and he and Hank will work out the new plot area to be added as well. With pre-need requests coming in and the old areas filled up, it is essential for the future of the cemetery to accomplish this.

A motion was made by Randy to adjourn the meeting at 10:01 am. Suze seconded the motion. All ayes.

The next scheduled meeting is set for Monday, January 8, 2024 at 9:00 am at Estrella Adobe Cemetery.

Respectfully submitted,

Susan Velasquez, Secretary