

Pleasant Valley Estrella Cemetery District
Minutes from Board of Trustees Meeting

June 6, 2022 at 9:00 am

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

Call to Order: 9:00 am. Flag salute.

Present: Cemetery Board of Trustees – Henry Heer, Kenneth Meeks, Susan Velasquez, and Suze Evenson. Gaylo Elston was absent as previously advised.

Approval to accept the minutes of the General Meeting of March 7, 2022 and the Special Meeting held May 16, 2022. Motion made by Suze, seconded by Kenneth, all ayes.

Public Comment: No comment at this time.

Special Presentation: None at this time.

Financial Report: \$26,429.53 in checking account (\$24,750.00 of that amount was a donation towards the new entrance and parking lot at Estrella Adobe. Awaiting billing from Viborg). \$7503.89 in endowment account.

OLD BUSINESS:

Fencing for Estrella Adobe Church/Cemetery: Hank met with Dillion from Best Fence for an estimate to replace the south side of the fencing that was removed when the new entrance and parking area was put in. They discussed using vinyl and also possibly replacing the west side of the fencing on the Airport Road side of the Adobe. Dillion has not gotten back to him with an estimate yet. Susan will meet with Greg from Creative Fence Company on Tuesday,, June 7th for another estimate. Discussion was held about removing the double gate from the west side (original entrance gate) and installing it on the south side for access of delivery drop-offs, etc. The walk-in gate also on the west side should be moved to the middle of the DG where the double gate was located. Another walk-in gate will also be on the south side by the double gate. Discussion was held about the new double gate entrance Hank made and installed. Until the fencing is replaced and the Church and Cemetery is more secure, Hank will place a chain and combination lock (#2404) on the new entrance gates. Discussion as to whether to purchase an automatic gate opener for that gate will be held at a later time. Discussion was held as to whether or not the address number for the adobe should be located at new entrance or remain at adobe. Susan will look into.

Quit Claim Deed to Estrella Adobe Church/Cemetery: Susan had an email from San Luis Obispo County Counsel, Ben Dore, on May 31, 2022. He stated he was having a meeting about the deed on Thursday, June 2nd. Susan had not had an update from him before this meeting.

Revenue from Prop 13 tax: Susan spoke with someone who advised her to contact LAFCO directly about the district not receiving any property tax and to ask for Development Impact Fees. Hank stated that the City might owe us those as well. Susan will be contacting LAFCO as well as our Supervisor and

the Accounting Department of SLO County as we need funds for continued maintenance of the two cemeteries. Our only income at this point is when someone dies or pre-need sales.

NEW BUSINESS:

Rental Contract for Estrella Adobe Church: A draft contract with rules and pricing was previously sent to all board members prior to today's meeting for review. Kenneth made a motion to accept the contract for future rental of the Adobe Church. Suze seconded the motion. All ayes.

Insurance: Copies of our current insurance as well as copies of an estimate of insurance from GSRMA were previously sent to all board members prior to today's meeting. Discussion was held. Suze made a motion to change insurance companies to GSRMA as of August 1, 2022. Kenneth seconded the motion. All ayes.

Yearly Budget (September 1, 2022 – August 31, 2023): A draft budget was previously sent to all board members prior to today's meeting. Discussion was held. Roll call was taken (attached).

BOARD MEMBER COMMENTS:

Susan passed out contact information for each of the board members.

Meeting adjourned at 10:03 am

The next scheduled meeting is set for Monday, September 12, 2022 at 9:00 am at the Estrella Adobe Church/Cemetery.

Respectfully submitted,

Susan Velasquez, Secretary