

**Pleasant Valley Estrella Cemetery District**  
**Minutes from Board of Trustees Meeting**  
**March 6, 2023 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, Suze Evenson, and Randy Walters. Visitors: Tammy and Stephanie Tarnar arrived at 9:05 am

Approval to accept the minutes of the General Meeting held on January 2, 2023. Motion made by Suze. Seconded by Randy. All ayes.

Public Comment: The Board introduced ourselves to the Tarners, who are interested in pre-purchasing plots for Stephanie Tarnar and her husband – residents in our district on Jardine Road for the past 25 years. After answering some questions, the Tarners left at approximately 9:30 am.

Special Presentation: None at this time.

Financial Report: \$5442.53 in checking account. \$7806.27 in Endowment account.

**OLD BUSINESS:**

Letter to LAFCO: Susan had sent an email to Vicki Janssen since she hadn't responded back about what the Tax Collector had found in his research. **Update: Following the meeting, Susan received an email from Vicki Janssen with an attached email from County Counsel in regards to our District's question about why we did not receive a tax base. Upon Mr. Hamilton's research, Pleasant Valley Cemetery District did not pay property taxes prior to Prop 13 therefore we are not entitled to receive a tax base. Our only option is to do a Prop 218 vote.**

Quitclaim deed to Estrella Adobe Church/Cemetery: \$275.00 was paid after January's meeting for the publication of the Legal Notice in the newspaper which was to run for 4 to 6 weeks. Susan personally delivered the check to Ben Dore at County Counsel. **Update: Following the meeting Susan received an email from Ben Dore. The legal notice had run the required time in the New Times Newspaper and the time had passed for a defendant to file a response. He sent a copy of "Declaration of Susan Velasquez in Support of Application for Entry of Default" for Susan to read over and make corrections to, which she did. He will be entering the Default on March 10, 2023 and move for a judgment quieting title.**

Contacting Solar Company: Susan emailed the Paso Robles Airport Manager – Mark Scandalis but has not received a response as of this meeting. **Update: Following the meeting, Susan received a response from the Airport Manager stating that the new Solar installation will be for the City of Paso Robles use only. He did state that in the future, as airport development permits, they would keep the possibility of utilities to the Estrella Adobe Church in mind.**

## NEW BUSINESS:

New Board Member: We welcome Randy Walters officially to our Board. Randy was given a binder with all pertinent information about our District. A Certificate of Appreciation to Gaylo Elston for her service on our Board was signed by all Board members.

LAFCO Nomination Letter: LAFCO was inquiring if anyone from our Board wanted to be on their Board. We have no one interested at this time.

FEMA Application: Special Districts could apply for FEMA public assistance for storm related damages. The application deadline was extended to March 16<sup>th</sup>. To apply we would first have to apply for a UEI number with the State which is a long process. Then, to qualify for the public assistance, we would had to have over \$3500 in damages from the storms. We did lose a large pine tree at Estrella Cemetery and the creek running through the back of the property and the failing culvert in front of the property will have to be addressed at some point. However, it would take a lot of time and we would have to get estimates for the tree removal and other storm related repairs to be able to fill out the 62 page application. We will not pursue FEMA assistance at this time.

Review Bylaws / Cemetery Rules: Two additions will be added to our Bylaws - #5 (e) will be added to state that “All new Board members shall be given a Board Member Handbook” and “All volunteers, Board members included, must sign a Volunteer Release and Waiver of Liability Form that shall be kept on file by the Secretary of the Board.”. Three changes to our rules shall also take place. Number 3 under Non-Resident – Paragraph six shall now read “The Board of Trustees determines that the cemetery has adequate space for the foreseeable future and meets one of the above criteria.” Number 12 shall have added “Burial services shall have a two hour time limit” and Number 14 shall have added “All installation which includes coverage of a grave by a concrete slab or cap, new coping or curbing...” Roll Call was taken. All ayes.

## BOARD MEMBER COMMENTS:

Susan presented a letter written to G. Wiemann Construction thanking him for his donation of concrete posts and railing for new fencing for the Estrella Adobe Church/Cemetery property. All Board members signed it.

Hank received a phone call from Randy Bartels in regards to the burial of his parent’s cremains at the Pleasant Valley Cemetery on Mother’s Day 2023. After discussion, Susan will call Neal’s Tractor Service to see if he is willing to do the opening and closing on a Sunday. Susan will then call Randy Bartels with all pertinent information and plot sites that are available. If Neal is willing to do the opening and closing on a Sunday, all Board members are in agreement to allow the family to proceed with a Sunday burial.

Meeting adjourned at 10:03 am.

The next scheduled meeting is set for Monday, June 5, 2023 at 9:00 am at the Pleasant Valley Cemetery.

Respectfully submitted,

Susan Velasquez, Secretary