

# **SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT**

## **Board Members**

**John Ceballos  
Phil Garcia  
Gabriel Perez  
Ermelindo Puente  
Ray Sanchez**

## **Executive Director**

**Christine West**

# **MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT**

**August 17, 2020  
Veterans Memorial Building  
74 West 6<sup>th</sup> Street  
Gilroy, CA  
5 p.m.**

Consistent with Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020, the regular meeting of the Board of Directors for June 15, 2020 was conducted through videoconference. Elected Officials and District Staff Members will be participating remotely via videoconference.

## **CALL TO ORDER**

Meeting was called to order at 5:33pm

## **ROLL CALL**

Directors Garcia, Perez and Sanchez were present.

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENT TIME**

No community members were present.

## **CONSENT CALENDAR**

1. Minutes from the July 20, 2020 Regular Meeting
2. Warrant List approving payment of received bills for August 2020
3. Financial Statements for August 2020
4. Destruction of Obsolete Records – Resolution 17

Director Sanchez made a motion to open item #5 for discussion and approve items #1-

4. Director Perez seconded the motion. The motion passed unanimously.

5. Approve the South Valley Fleurs Garden Club garden project and street banner for 6<sup>th</sup> and Egleberry Streets.

Director Sanchez asked if the same organization that has adopted the small garden space directly on the northeast corner of same intersection was the one wanting the proposed space on the southeast corner. The Executive Director pointed out that the group on the northeast corner is a Gilroy garden club and the one requesting the space on the southeast corner is a Morgan Hill garden club. Director Sanchez made a motion to approve item #5. Director Perez seconded the motion. The motion passed unanimously.

Directors Ceballos and Puente joined the meeting at this time (5:38pm).

### **REGULAR AGENDA ITEMS**

1. Executive Director Report

The Executive Director presented the staff report, a copy of which is attached hereto.

2. Future Agenda Items

There were no future agenda items at this time.

### **ADJOURNMENT**

Meeting was adjourned at 5:48pm

Next meeting is September 21, 2020

To: Phil Garcia, Gabe Perez, Ermelindo Puente, John Ceballos, Ray Sanchez, Kirsten Powell  
From: Christine West  
Date: August 17, 2020  
Subject: Staff Report

## Staff Report

**Pandemic Status** - The Gilroy Vets Hall, including the bar, has been closed since March 17<sup>th</sup> and not much has changed since. Staff is following county and state orders, whichever is more strict, and consulting with the attorney on a regular basis. The factors that determine when the hall can open are 1) if the county is listed on the state's "monitoring" list, which Santa Clara County currently is; and 2) social gatherings allowable inside. So far, no gatherings are allowed inside. Outside gatherings depend on the space available. The backyard can only accommodate 10 people so that everyone can have 6 feet separation from others. So there has been no time in which the building has been able to open for meetings or rentals.

The only time the building is open is for "essential services" and this includes blood drives, food prep for vulnerable groups (i.e. homeless and seniors), and census training.

To date, the District has not qualified for relief funding of any sort. There are no updates on potential funding for Special Districts at this time.

Christine still goes in every couple of days to check mail and the building in general. Gary and Bobby have been going in to check on the building, put out trash, open the gate for gardeners, do some extra cleaning and open/close for renters for essential services.

**Election Update** – The election season is upon us. The District has 3 Directors up for election – John Ceballos, Ermelindo Puente and Ray Sanchez. Directors Ceballos and Puente have filed papers with the county to be included on the Nov. 3 ballot. Director Sanchez has decided not to run again. He has served the District for nearly a decade and we thank him for his service.

Since only 2 people are running for 3 seats, the District comes off the ballot and then the Santa Clara County Board of Supervisors will appoint the 2 candidates in lieu of the election. Any open seat, such is the case with Director Sanchez's seat, the Board of Directors for the District can make an appointment, which is then approved by the Board of Supervisors. That individual becomes an "appointed incumbent" if appointed in the first half for the 4-year term. That person serves for 2 years and then runs for election in 2022 if he/she desires.

A search will begin for someone to fill that open seat. The successful candidate must live within the District boundaries and does not necessarily need to be a veteran. Only the majority of board members must be a veteran, per Military Code 1197.

**Rentals** – Through the end of July, the District's actual loss in revenue totals \$15,275 and the loss of potential revenue is an additional \$20,650. If this goes through the end of the year, staff projects the total loss could be as high as \$79,350. On a positive side, essential service rentals during the pandemic has resulted in \$2,125 income for the Hall. However, Chef Mark Segovia's catering contract has come to an end and won't

be using the kitchen any longer. Stanford Blood Center has schedule monthly blood drives through December, the next being this Thursday.

The Bar Council has inquired about opening for service in the back yard, but after discussing the logistics they have not moved forward. The VFW is also inquiring about holding meetings in the back yard, but again, only 10 people can feasibly be in that area. The building remains closed to non-essential services.

**Bathroom Remodel** – The architect, electrical and structural engineers have been in the building working on developing the plans and bid documents. This old building continues to present problems.

First of all, the electrical is maxed out. The electrical survey showed that we have maximized the circuits coming into the building. The only way to bring in more power is to go to PG&E and have additional circuits added at a huge cost. The immediate impact is that the two smaller water heaters, to replace the one large water heater, can't be electric. The hope was that we could take advantage of the solar savings and use electric water heaters. But there isn't enough power coming into the building to accommodate the load. Gas will have to be piped to the new location of those water heaters.

Then the plumbing was reviewed and it was found that the re-pipe of the building more than a decade ago, probably wasn't done with the future in mind. The pipes are not large enough to handle the current fixture load, let alone any new fixtures. This means that the building will have to be re-piped from the water meter to meet the current load plus the added toilets/urinals which are required meet building and ADA code. This also means that hands-free or tankless toilets can't be installed; traditional tank toilets will have to be used. Staff hopes that the plans can now go to the city for approval, but until the architect and the engineers say it's ready, it's not ready.

**New Branch** – Since the United States Space Force is a new branch of the military, and it finally released its logo and motto on July 22, 2020, merchandise is now available. A flag and patch were ordered. The flag was added to the display at the front of the main hall and the Merchant Marine flag was removed. The Merchant Marines technically aren't part of the military. The Space Force patch will be added to the display of patches as well.

**Veterans Assistance** – Staff has been reaching out to veterans to make sure they are ok and if they need anything. In some cases, we have delivered necessities - toilet paper, food and batteries. Contact continues with Danny Molina from the VA and Michael Gonzales and Natalie Lara from the Santa Clara County VSO follow up on local veterans and make sure they are getting what they need.

**General Office** – Staff has also had time to follow up on lose ends and research things that have been on the back burner. In addition, staff has begun preparations for the bathroom remodel by cleaning the attic, which includes identifying documents for shredding. The shredding is scheduled for Aug. 27.

**Next Board Meeting** – September 17, 2020

