

# **SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT**

## **Board Members**

**John Ceballos  
Rita Delgado  
Phil Garcia  
Gabriel Perez  
Ermelindo Puente**

## **Executive Director**

**Christine West**

# **MINUTES**

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

**July 19, 2021**

Veterans Memorial Building  
74 West 6<sup>th</sup> Street, Gilroy, CA

**5 p.m.**

### **CALL TO ORDER**

Meeting was called to order at 5pm.

### **ROLL CALL**

Directors Ceballos, Delgado, Garcia, Perez and Puente were present.

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT TIME**

There was no public comment.

### **CONSENT CALENDAR**

1. Approve Minutes from the June 21, 2021 Regular Meeting
2. Approve Minutes from the July 1, 2021 Special Meeting
3. Approve Warrant List approving payment of received bills for July 2021
4. Approve Financial Statements for July 2021
5. Approve the Appropriations Limit (GANN) as calculated pursuant to State guidelines and data provided by the Department of Finance.
6. Approve the Updated Capital Improvement Plan 2021-26 to Guide Future Hall Improvements.

Staff reviewed the Appropriations Limit and the Capital Improvement Plan. Director Perez made a motion to approve the Consent Calendar. Director Puente seconded the motion. The motion passed unanimously.

### **REGULAR AGENDA ITEMS**

1. Consider Sending Executive Director and Interested Board Members to Annual CSDA Conference  
Director Garcia made a motion to pay for registration fees for Directors Delgado, Perez and Puente and the Executive Director to attend the conference. Director Puente seconded the motion. The motion passed unanimously.

2. Executive Director Report

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

3. Future Agenda Items

No future agenda items were presented.

**ADJOURNMENT**

Director Puente made a motion to adjourn the meeting. Director Delgado made a second. The motion passed unanimously. The meeting was adjourned at 5:35pm.

To: Phil Garcia, Gabe Perez, Ermelindo Puente, John Ceballos, Rita Delgado, Kirsten Powell  
From: Christine West  
Date: July 19, 2021  
Subject: Staff Report

## Staff Report

**COVID Update** – The County of Santa Clara, the State and OSHA have essentially lifted all the restrictions. But staff will continue to proceed with caution. The County is currently recommending wearing masks inside. Staff has posted signs to support the latest recommendation.

**Bathroom Construction** – Staff is still working with the contractor on a punch list and issues are being resolved. Toni Bowles from Neon Exchange is scheduled to work on the women's bathroom Tuesday evening to add décor. This will include mirrors and military themed décor. Toni is donating her labor and \$1,245 in donations have been received to cover the materials costs.

**Fundraising** – Staff has not been able to focus on fundraising this month, but there are plans to ramp up efforts. This month the District received one donation - \$20 from Director Ermelindo Puente – to go toward the bathroom décor.

**Health Department Update** – The Health Department made their annual inspection on July 6. The Bar passed with a 95 (out of 100). No major violations were noted. Minor violations included

- No hot water at outside sink as temporary mop sink (but didn't know hot water has to be turned on at hot water heater)
- Fountain drink tubes currently run through edible ice bin
- Ice scoop handle is in bin with handle in contact with ice
- Noted the facility is not permitted to sell open foods or conduct food prep. Hot dogs were being prepared and condiments were out.

**CSDA Grant** – The Board authorized the Executive Director to apply for Special District Technology Grant through CSDA for \$3,000 and match the grant with another \$3,000. CSDA notified staff that they did not award the District the grant.

**Conference Scholarships** – Staff has applied for scholarships from CSDA for up to \$1,500 and SCCSDA general scholarship so that staff and board members can attend the annual conference in the fall. SCCSDA has to vote on it at the next member meeting which isn't until September. Staff still hasn't heard back from CSDA.

**Parking Lot** – The City is bringing a new parking lot to Gilroy's Historic Downtown on an existing lot at Egleberry and 7th Street. Staff presented three parking lot layout alternatives to the Gilroy City Council at a May 2021 City Council Meeting. Council voted to move forward with the design of Alternative 2 (see attached).

On June 24<sup>th</sup> the City held a meeting to get community input on the parking lot next to the Hall on Egleberry street planned for construction in the spring. Staff attended. While the City Council has already approved the plan, staff requested the following to be considered:

- Additional Handicap Parking – There are only 5 spaces planned and they are close to Gourmet Alley entrance. Staff requested more to be located near the Egleberry entrance so that it would be more convenient for Hall patrons.
- Overnight parking – Staff supported Neon Exchange’s concern for overnight parking and neighbors taking parking stalls not meant for them.
- Tree Trimming – Staff expressed concern that the large oak tree on the northeast corner of the property is to remain. Staff pointed out that it needs to be properly trimmed and maintained.
- Homeless Camping – Staff expressed that the green space between the parking lot and the Hall may encourage continued homeless camping. Staff noted that we’ve had this as an ongoing problem already.
- Reserved Parking Request – Staff requested that two regular parking stalls be reserved for commanders of the VFW and American Legion and one motorcycle stall for CVMA.

There has been no response from the City yet.

**Veteran Services** – Three VSOs were here on Friday, July 16 along with a VA doctor and Danny Molina to enroll vets. They were happy with the turnout. They plan to keep coming but are waiting to schedule the next one until the County office is fully open next month.

**Hall Scheduling** – Stanford has a Blood Drive at the Hall on Wednesday, July 21. VFW Auxiliary has a yard sale on Aug. 28 and there is also a Red Cross Blood Drive there that day. The Hall will not be hosting the recall election in September because an event was already booked during the 5-day election.

**Marketing** – Staff continues to maintain the Web Site ([sscvmd.org](http://sscvmd.org)) and Facebook (Gilroy Veterans Hall) pages as well as have a presence in Nextdoor.com’s Gilroy Veterans group (Military Veterans of Gilroy).

**Staff Vacation** – Christine will be on vacation July 31-Aug. 9, Aug. 19-22 and Oct. 4-8. Christine will make arrangements to make sure there is back up for the Hall.

**Next Board Meeting** – August 16, 2021

