

SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

Board Members

Phil Garcia
Gabriel Perez
John Ceballos
Rita Delgado
Ermelindo Puente

Executive Director

Ellen Herrera

AGENDA

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

May 18, 2026

Veterans Memorial Building
74 West 6th Street, Gilroy, CA

5 p.m.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT TIME

(This is the opportunity for individuals to make and/or submit written or oral comments to the Board on any items within the purview of the Board, which are **NOT** part of the Agenda. Speakers shall have three (3) minutes to address the Board. The President or a majority of the Board may further limit the time speakers may have to make oral presentations to the Board. No action on the item may be taken, but the Board may request the matter be placed on a future agenda.)

CORRESPONDENCE

NONE

CONSENT CALENDAR

1. Approve Minutes from the April 20, 2026 Regular Meeting
2. Approve Warrant List Approving Payment of Received Bills for May 2026
3. Approve Financial Statements for April 2026

REGULAR AGENDA ITEMS

1. Executive Director Report.
2. Future Agenda Items.

ADJOURNMENT

- Any disclosable public records related to an open session item on the agenda and distributed to all or a majority of the Commissioners less than 72 hours prior to that meeting are available for public inspection at the Veterans Hall, 74 W. 6th Street, Gilroy, California, during normal business hours.

In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the District Secretary 24 hours prior to the meeting at (408) 842-3838.

SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

Board Members

Phil Garcia
Gabriel Perez
John Ceballos
Rita Delgado
Ermelindo Puente

Executive Director

Ellen Herrera

MINUTES

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

April 20, 2026

Veterans Memorial Building
74 West 6th Street, Gilroy, CA

5 p.m.

CALL TO ORDER The meeting was called to order at 5:00 PM.

ROLL CALL All Board members were present.

PLEDGE OF ALLEGIANCE Completed

PUBLIC COMMENT TIME NONE

CORRESPONDENCE NONE

CONSENT CALENDAR

1. Approve Minutes from the March 23, 2026 Regular Meeting
 2. Approve Warrant List Approving Payment of Received Bills for April 2026
 3. Approve Financial Statements for March 2026
- Director Cabellos made a motion to approve all consent calendar items. Director Delgado second the motion. The motion passed unanimously.

REGULAR AGENDA ITEMS

1. Authorize the Executive Director to attend the General Manager Summit.
Director Perez made a motion to approve regular item 1. Director Puente second the motion. The motion passed unanimously.
2. Approve Resolution 28 adopting certain findings and approving the energy service contract for energy related improvements to the District facility with Simmitri Solar.
The Executive Director reviewed the proposed resolution with the Board of Directors, stating that the contract would not be approved until legal review was completed. Director Delgado asked if the price would go up while the project is in process. Frank Deats, from Simmitri Solar, answered no, it will not increase. Director Puente asked if a solar battery was included and if not, how much would the cost be. Mr. Deats replied that while he did not think a battery would be necessary at our facility, the cost would be between \$10 and \$15,000.00, if we decided to get one in the future. Director Ceballos asked how monitoring will be conducted and what would be the turnaround time for panel replacement when needed. Mr. Deats replied that the system will be monitored by Simmitri and the Executive Director will be given access for

additional monitoring. Mr. Deats also stated that while they haven't had to replace panels often, the turnaround time for replacement would be a week or so. Director Perez asked how the solar would be installed, noting the current roof leaks made by the existing solar panels; what is the size of the inverters. Mr. Deats stated the new inverter would take up less room than our current 5 inverters, and he explained how Simmitri's installation of the solar panels mitigates roof leaks. However, if roof leaks arise, they will take care of repairing them. Board President Garcia called for the vote. It was passed and adopted by the South Santa Clara Valley Memorial District Board by the following vote:

AYES: Phil Garcia, Rita Delgado, Gaber Perez, John Ceballos, and Ermelindo Puente

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

3. Executive Director Report. The Executive Director presented the staff report, a copy of which is attached.
4. Future Agenda Items NONE

ADJOURNMENT: Director Delgado made a motion to adjourn the meeting. Director Puente second. The motion passed unanimously. The meeting was adjourned at 5:45 PM.

Pinnacle Operating (1252)Bank Balance: 47344.32Ending Balance: \$45,865.22

Date: Custom

Date	Ref No.	Payee	Memo	Payment	Deposit	Type
05/13/2026	3387	Firato Service Co		1,350.00		Bill Payment
05/11/2026		Spectrum Business	XXXXXXXX534840 PREAUTHORIZED ACH DEBIT SPECTRUM/SPECTRUM 5220774 VETERANS MEMORIAL BUIL	141.25		Expense
05/06/2026		Lowe's	XXXXXXXX122294 PREAUTHORIZED ACH DEBIT Lowes/SYF PAYMNT XXXXXXXX5920244 SOUTH SANTA CLARA VALL	116.80		Expense
05/05/2026		Recology South Valley	XXXXXXXX746880 PREAUTHORIZED ACH DEBIT RECOLOGY SO.VALL/WEB_PAY XXXXXXXX050426 JAMES GARGIULO	885.67		Expense
05/05/2026		QuickBooks Payroll	Tax withdrawal	1,174.17		Tax Payment
05/05/2026	DD	Jose D. Nunez	Pay Period: 04/16/2026-04/30/2026	227.63		Paycheck
05/05/2026	DD	Jacob A. Nelson	Pay Period: 04/16/2026-04/30/2026	145.68		Paycheck
05/05/2026	DD	Ellen Herrera	Pay Period: 04/16/2026-04/30/2026	2,410.67		Paycheck
05/05/2026	DD	Jesse F. Sanchez	Pay Period: 04/16/2026-04/30/2026	534.41		Paycheck
05/04/2026		Intuit	XXXXXXXX044461 PREAUTHORIZED ACH DEBIT INTUIT */QBooks Onl 1643300 SOUTH SANTA CLARA VALL	250.00		Expense
05/04/2026		MP Express	XXXXXXXX2473276 PREAUTHORIZED ACH DEBIT MP Express Inc/MPEXpress South Santa Clara Vall	131.74		Expense
05/04/2026		MP Express	XXXXXXXX2473277 PREAUTHORIZED ACH DEBIT MP Express Inc/MPEXpress South Santa Clara Vall	131.74		Expense
			XXXXXXXX419685 PREAUTHORIZED ACH DEBIT AMAZON BUSINESS/INTERNET XXXXXXXX1375626			
04/30/2026		Amazon	XXXXXXXXXXXX9251113675	120.77		Expense
04/28/2026			CHECK PAID SCCSDA	100.00		Check
04/28/2026			XXXXXXXX127811 PREAUTHORIZED ACH CREDIT California Speci/PAYMENT XXXXXXXX0009122 Z		890.00	Deposit
04/27/2026			XXXXXXXX7553523 PREAUTHORIZED ACH DEBIT S & R AIR CONDIT/WEB PMTS XQGHZ1 South Santa Clara Vall	398.24		Expense
04/27/2026		Orkin	XXXXXXXX427717 PREAUTHORIZED ACH DEBIT ORKIN/ORKIN PEST 9569193 SANTA CLARA VALLEY MEM	184.30		Expense
04/22/2026			20260422-XXXXXXXXXXXX224822908 DEPOSIT Mobile Deposit		115.00	Deposit
04/21/2026		QuickBooks Payroll	Tax withdrawal	61.67		Tax Payment
04/21/2026		QuickBooks Payroll	Tax withdrawal	421.26		Tax Payment
04/20/2026		Ellen M Herrera	XXXXXXXX0012304 PREAUTHORIZED ACH DEBIT BANKCARD/PAYMENT XXXXXXXX8320032 HERRERA,ELLEN M	562.16		Credit Card Pmt
04/20/2026		QuickBooks Payroll	Tax withdrawal	1,136.64		Tax Payment
04/20/2026	3386	Firato Service Co		1,890.00		Bill Payment
04/20/2026	DD	Jacob A. Nelson	Pay Period: 04/01/2026-04/15/2026	564.51		Paycheck
04/20/2026	DD	Ellen Herrera	Pay Period: 04/01/2026-04/15/2026	2,366.75		Paycheck
04/20/2026	DD	Jesse F. Sanchez	Pay Period: 04/01/2026-04/15/2026	86.44		Paycheck
04/20/2026	DD	Jose D. Nunez	Pay Period: 04/01/2026-04/15/2026	355.09		Paycheck
			XXXXXXXX2122258 PREAUTHORIZED ACH DEBIT Pacific Gas & EI/PAYMENT XXXXXX9742 VETERANS MEMORIAL 2757			
04/17/2026		PG&E		179.90		Expense
04/17/2026		City of Gilroy	XXXXXXXX312040 PREAUTHORIZED ACH DEBIT CITYOFGILROYSF/WEBPAYMENT SANTA CLARA VALL	1.00		Expense
04/17/2026		City of Gilroy	XXXXXXXX310004 PREAUTHORIZED ACH DEBIT CITYOFGILROY/WEBPAYMENT SANTA CLARA VALL	288.33		Expense

South Santa Clara Valley Memorial District

Balance Sheet

As of Apr 30, 2026

	TOTAL
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Assets	
Current Assets	
Bank Accounts	
Pinnacle Operating (1252)	53,364.98
Pinnacle Rental (3753)	4,917.39
Pinnacle Rental Sweep (7531)	67,466.71
Pinnacle Reserve (0865)	5,004.11
Pinnacle Reserve Sweep (2526)	0.00
Pinnacle Reserve Sweep (8656)	357,909.15
Santa Clara County Tax Collection	69,224.78
Total for Bank Accounts	\$557,887.12
Accounts Receivable	
Accounts Receivable	6,497.13
Total for Accounts Receivable	\$6,497.13
Other Current Assets	
Prepaid Expenses	-0.05
QuickBooks Tax Holding Account	2,010.53
Uncategorized Asset	0.00
Undeposited Funds	0.00
Total for Other Current Assets	\$2,010.48
Total for Current Assets	\$566,394.73
Fixed Assets	
Accumulated Depreciation	-614,206.83
Construction in Progress	468,064.55
Furniture and Equipment	60,726.09
Improvements	819,371.45
Land	8,020.00
Total for Fixed Assets	\$741,975.26
Total for Assets	\$1,308,369.99
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Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-1,157.94
Total for Accounts Payable	-\$1,157.94
Credit Cards	
Pinnacle (0324)	0.00
Pinnacle (7710)	0.00
Pinnacle Bank (3550)	0.00

South Santa Clara Valley Memorial District

Balance Sheet

As of Apr 30, 2026

	TOTAL
Total for Credit Cards	\$0.00
Other Current Liabilities	
Accrued Expenses	11,329.28
Deferred Revenue	0.00
Direct Deposit Payable	0.00
Payroll Liabilities	\$0.00
Overpayment	-0.34
Total for Payroll Liabilities	-\$0.34
Payroll Tax Payable	2,010.95
Total for Other Current Liabilities	\$13,339.89
Total for Current Liabilities	\$12,181.95
Total for Liabilities	\$12,181.95
Equity	
Opening Balance Equity	286,083.23
Retained Earnings	873,320.39
Net Income	136,784.42
Total for Equity	\$1,296,188.04
Total for Liabilities and Equity	\$1,308,369.99

South Santa Clara Valley Memorial District

Profit and Loss YTD Comparison

April 1-30, 2026

	TOTAL	
	APR 2026	JUL 1 2025 - APR 30 2026 (YTD)
Income		
Donations	\$100.00	\$94,272.90
Scholarship	890.00	890.00
Total for Donations	\$990.00	\$95,162.90
Interest Income	1,037.43	5,882.41
Rental Income	8,561.25	58,881.75
Santa Clara County Property Tax Collection	24,504.38	145,401.24
Total for Income	\$35,093.06	\$305,328.30
Gross Profit	\$35,093.06	\$305,328.30
Expenses		
Accounting and Audit Services		8,089.98
Advertising	1,257.04	2,866.54
Bank Fees		0.00
Business Licenses and Permits		1,580.00
Conference	1,477.80	962.76
Dues and Memberships	100.00	1,892.40
Food	47.07	970.63
Insurance	47.50	47.50
Janitorial Services and Supplies	\$1,350.00	\$13,071.05
Floor Cleaning	1,890.00	4,940.00
Total for Janitorial Services and Supplies	\$3,240.00	\$18,011.05
Landscaping		150.00
Maintenance		\$23.55
Cleaning Supplies		1,480.15
HVAC	398.24	3,463.17
Ice Machine		1,437.47
Pest Control	184.30	1,564.47
Plumbing Repairs		1,257.07
Solar Panel and Window Cleaning		450.00
Total for Maintenance	\$582.54	\$9,675.88
Payroll	\$250.00	\$1,547.47
Taxes	688.92	7,066.42
Wages	7,581.00	80,086.00
Workers Compensation Insurance		6,042.74
Total for Payroll	\$8,519.92	\$94,742.63
postage		98.54
Printing		396.37
Professional		747.50
QuickBooks Payments Fees		5.00
Software		\$1,457.68
Google	18.79	75.16
Total for Software	\$18.79	\$1,532.84

South Santa Clara Valley Memorial District

Profit and Loss YTD Comparison

April 1-30, 2026

	TOTAL	
	APR 2026	JUL 1 2025 - APR 30 2026 (YTD)
Supplies	269.15	3,170.83
Training		135.89
Utilities		
Alarm		1,569.40
Gas and Electric	179.90	5,906.91
Telephone and Internet	157.91	1,579.10
Trash Service	885.67	8,837.23
Water	289.33	3,066.09
Total for Utilities	\$1,512.81	\$20,958.73
Veterans Day Parade		708.81
Website		1,800.00
Total for Expenses	\$17,072.62	\$168,543.88
Net Operating Income	\$18,020.44	\$136,784.42
Net Other Income		
Net Income	\$18,020.44	\$136,784.42

April 2026 Staff Report

BUILDING MAINTENANCE AND IMPROVEMENTS

1. Magnetic door stops were placed on the restroom doors. A window sill was installed on dining room window. Flood light bulbs were replaced by the entry way. Holes were patched in the water heater room and additional areas to prevent rodents from entering the building.

HALL RENTALS AND MARKETING

Fiscal Year	Total Rentals for the Year*	% Increase Over Last Year	Sales
2022-23	326	50%	\$55,566
2023-24	364	12%	\$66,105
2024-25	213	-7%	\$61,512
2025-26**	204	---	\$58,881

*We are not sure of the methodology used to count rentals in prior years. For the current FY, only rentals that produce income are counted. The Bar Council, American Legion and VFW leases are counted as one rental per month.

** through April 30, 2026

1. Rentals:

A. Staff completed a kitchen contract with True Links & More. They also offered to donate a lunch for Veterans, which we may use at the resource fair in September.

2. Marketing:

A. The Executive Director was invited to speak at the Senior and Retirement monthly luncheon on 28 May to bring awareness to Veterans Resources available at the hall.

C. We received the new building photos. Edits were requested and additional photos were taken on 3 May.

ADMINISTRATIVE

The Executive Director will be out of the office 17-21 June for VFW State Convention; 28-30 GM Summit. The ED will man the office phone remotely. The Maintenance/Event Coordinator will be out of the office 18-21 June.

Next Board Meeting: June 15, 2026