

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

July 20, 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 of the June 15, 2026 regular meeting
2. Approve Warrant List for payment of bills received for July 2026
3. Approve financial statements for June 2026

REGULAR AGENDA ITEMS

1. Select President and Vice President of the Board of Directors
2. Approve Resolution 32 Calling for a General Election
3. Report from the Executive Director
4. 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
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Ermelindo Puente

Executive Director

Ellen Herrera

Minutes

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

June 15, 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 present

PLEDGE OF ALLEGIANCE Completed

PUBLIC COMMENT TIME NONE

CORRESPONDENCE NONE

CONSENT CALENDAR

1. Approve Minutes of May 18, 2026 Regular Meeting
 2. Approve Warrant List Approving Payment of Received Bills for June 2026
 3. Approve Financial Statements for May 2026
- Director Ceballos made a motion to approve all consent calendar items. Director Puente second the motion. The motion passed unanimously.

REGULAR AGENDA ITEMS

1. Approve annual and daily rental rates for FY 26-27 (fiscal year 7/1/2026-6/30/2027)
2. Approve the FY26-27 budget
Director Puente made a motion to approve items 1 and 2. Director Ceballos second. The motion passed unanimously.
3. Approve Resolution 31 authorizing the non-collection of rent for three months from the Gilroy Veterans Club due to financial hardship.
Director Garcia commented that he would like to see the bar succeed. Director Ceballos questioned the legality of the action. Staff replied that the action was reviewed by our legal counsel prior to being presented to the Board. Director Puente questions as to what exactly the bar is spending its money on. The Clubs' representative replied that there will be financial reports presented at each board meeting during the non-collection period. Director Puente made a motion to approve items 1 and 2. Director Ceballos second. The motion passed unanimously.

4. Selection of Process to fill Board of Directors Vacancies

The staff explained the option available under state law to fill the vacancies. All board members were in favor of appointing. Director Perez made a motion to fill the vacancies by appointment. Director Puente second. The motion passed unanimously.

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

2. Future Agenda Items: Approve election resolution; Select President and Vice President.

ADJOURNMENT: Director Puente made a motion to adjourn the meeting. Director Ceballos second. The motion passed unanimously. The meeting was adjourned at 5:18 PM.

Pinnacle Operating (1252)Bank Balance: 127049.21Ending Balance: \$115,318.77					
Date: Custom					
Date	Ref No.	Payee	Memo	Payment	Type
07/15/2026	3395	Firato Service Co		1,350.00	Bill Payment
07/15/2026	3394	Morgan Hill Supply		134.66	Bill Payment
07/15/2026	3393	Russ Fellom Plumbing		1,159.00	Bill Payment
07/10/2026		Lowe's	XXXXXXXX122294 PREAUTHORIZED ACH DEBIT Lowes/SYF PAYMNT XXXXXXXX5920244 SOUTH SANTA CLARA VALL	31.13	Expense
07/06/2026		Recology South Valley	XXXXXXXX050426	885.67	Expense
07/03/2026		Intuit QuickBooks Workforce	Tax withdrawal	1,237.61	Tax Payment
07/03/2026	DD	Jesse F. Sanchez	Pay Period: 06/16/2026-06/30/2026	190.24	Paycheck
07/03/2026	DD	Ellen Herrera	Pay Period: 06/16/2026-06/30/2026	2,337.00	Paycheck
07/03/2026	DD	Jacob A. Nelson	Pay Period: 06/16/2026-06/30/2026	273.15	Paycheck
07/03/2026	DD	Jose D. Nunez	Pay Period: 06/16/2026-06/30/2026	300.47	Paycheck
07/02/2026		Intuit	XXXXXXXX423876 PREAUTHORIZED ACH DEBIT INTUIT */QBooks Onl 3206941 SOUTH SANTA CLARA VALL	252.00	Expense
07/02/2026		Santa Clara County	XXXXXXXX870417 PREAUTHORIZED ACH CREDIT SANTA CLARA COUN/VENDOR PMT XXXXXX9268 XXXXXX4773 SOUTH SANTA CLARA VALL		Deposit
07/02/2026			20260702-XXXXXXXXXXXX224901584 DEPOSIT Mobile Deposit		Deposit
06/26/2026		Orkin	XXXXXXXX389149 PREAUTHORIZED ACH DEBIT ORKIN/ORKIN PEST 1388384 SANTA CLARA VALLEY MEM	184.30	Expense
06/26/2026		Ellen M Herrera	XXXXXXXX0017802 PREAUTHORIZED ACH DEBIT BANKCARD/PAYMENT XXXXXXXX8320032 HERRERA, ELLEN M	368.33	Credit Card Pmt
06/23/2026	3391	LAFCO	LAFCO Cost share for FY27	205.57	Check
06/23/2026			Cintas lawsuit settlement		Deposit
06/18/2026		Intuit QuickBooks Workforce	Tax withdrawal	1,241.70	Tax Payment
06/18/2026	DD	Jose D. Nunez	Pay Period: 06/01/2026-06/15/2026	172.99	Paycheck
06/18/2026	DD	Jacob A. Nelson	Pay Period: 06/01/2026-06/15/2026	355.09	Paycheck
06/18/2026	DD	Jesse F. Sanchez	Pay Period: 06/01/2026-06/15/2026	485.25	Paycheck
06/18/2026	DD	Ellen Herrera	Pay Period: 06/01/2026-06/15/2026	2,489.68	Paycheck
06/17/2026		PG&E	XXXXXXXX1148646 PREAUTHORIZED ACH DEBIT Pacific Gas & EI/PAYMENT XXXXXX9742 VETERANS MEMORIAL 2757	188.52	Expense
06/17/2026		City of Gilroy	XXXXXXXX935721 PREAUTHORIZED ACH DEBIT CITYOFGILROYSF/WEBPAYMENT SANTA CLARA VALL	1.00	Expense
06/17/2026		City of Gilroy	XXXXXXXX930810 PREAUTHORIZED ACH DEBIT CITYOFGILROY/WEBPAYMENT SANTA CLARA VALL	391.23	Expense
06/15/2026	3392	SDRMA		14,618.99	Bill Payment
06/11/2026		Spectrum Business	XXXXXXXX263955 PREAUTHORIZED ACH DEBIT SPECTRUM/SPECTRUM 6041277 VETERANS MEMORIAL BUIL	141.25	Expense

South Santa Clara Valley Memorial District

Balance Sheet

As of Jun 30, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
Pinnacle Operating (1252)	11,851.54
Pinnacle Rental (3753)	4,917.39
Pinnacle Rental Sweep (7531)	75,612.41
Pinnacle Reserve (0865)	5,004.11
Pinnacle Reserve Sweep (2526)	0.00
Pinnacle Reserve Sweep (8656)	345,766.63
Santa Clara County Tax Collection	151,313.73
Total for Bank Accounts	\$594,465.81
Accounts Receivable	
Accounts Receivable	13,574.63
Total for Accounts Receivable	\$13,574.63
Other Current Assets	
Prepaid Expenses	-0.05
QuickBooks Tax Holding Account	2,690.83
Uncategorized Asset	0.00
Undeposited Funds	0.00
Total for Other Current Assets	\$2,690.78
Total for Current Assets	\$610,731.22
Fixed Assets	
Accumulated Depreciation	-614,206.83
Construction in Progress	482,283.60
Furniture and Equipment	60,726.09
Improvements	819,371.45
Land	8,020.00
Total for Fixed Assets	\$756,194.31
Total for Assets	\$1,366,925.53
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-994.28
Total for Accounts Payable	-\$994.28
Credit Cards	
Pinnacle (0324)	0.00
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

South Santa Clara Valley Memorial District

Balance Sheet

As of Jun 30, 2026

	TOTAL
Total for Payroll Liabilities	-\$0.34
Payroll Tax Payable	2,691.25
Total for Other Current Liabilities	\$14,020.19
Total for Current Liabilities	\$13,025.91
Total for Liabilities	\$13,025.91
Equity	
Opening Balance Equity	286,083.23
Retained Earnings	873,320.39
Net Income	194,496.00
Total for Equity	\$1,353,899.62
Total for Liabilities and Equity	\$1,366,925.53

South Santa Clara Valley Memorial District

Profit and Loss YTD Comparison

July 1, 2025-June 30, 2026

TOTAL		
	JUL 1 2025 - JUN 30 2026	JUL 1 2024 - JUN 30 2025 (PY YTD)
Income		
Donations	\$94,387.90	\$29,267.80
Scholarship	890.00	
Total for Donations	\$95,277.90	\$29,267.80
Interest Income	7,970.89	7,327.28
Rental Income	74,103.00	61,687.50
Santa Clara County Property Tax Collection	227,490.19	216,863.91
Total for Income	\$404,841.98	\$315,146.49
Gross Profit	\$404,841.98	\$315,146.49
Expenses		
Accounting and Audit Services	8,089.98	6,900.00
Advertising	3,793.07	3,162.24
Bad Debt		150.00
Bank Fees	0.00	106.04
Business Licenses and Permits	1,785.57	2,570.27
Conference	962.76	1,124.41
Dues and Memberships	1,892.40	255.40
Election Costs		2,958.00
Food	1,223.74	1,036.38
Insurance	9,040.03	20,850.63
Janitorial Services and Supplies	\$15,519.51	\$18,357.08
Floor Cleaning	4,940.00	
Total for Janitorial Services and Supplies	\$20,459.51	\$18,357.08
Landscaping	150.00	1,250.00
Legal Services	29.00	15,710.00
Lodging		608.38
Maintenance	\$23.55	\$114.57
Cleaning Supplies	1,614.81	393.72
Grease Trap		103.00
HVAC	3,463.17	1,847.96
Ice Machine	1,437.47	949.16
Other	241.00	212.00
Pest Control	1,933.07	1,734.95
Plumbing Repairs	1,257.07	458.00
Solar Panel and Window Cleaning	450.00	900.00
Total for Maintenance	\$10,420.14	\$6,713.36
Meals		73.50
Mileage		9.85
Payroll	\$2,047.47	\$5,893.96
Taxes	8,651.53	9,121.39
Wages	96,951.00	106,430.54
Workers Compensation Insurance	11,669.20	738.47
Total for Payroll	\$119,319.20	\$122,184.36

South Santa Clara Valley Memorial District

Profit and Loss YTD Comparison

July 1, 2025-June 30, 2026

TOTAL		
	JUL 1 2025 - JUN 30 2026	JUL 1 2024 - JUN 30 2025 (PY YTD)
postage	98.54	13.24
Printing	396.37	1,626.37
Professional	747.50	
QuickBooks Payments Fees	5.00	
Reimbursements		930.27
Reimbursements Mileage		11.39
Software	\$1,457.68	\$1,404.73
Google	112.74	
Total for Software	\$1,570.42	\$1,404.73
Supplies	3,458.93	7,034.44
Training	135.89	
Utilities		
Alarm	1,569.40	1,263.63
Gas and Electric	6,285.08	10,066.83
Telephone and Internet	1,974.92	1,821.14
Trash Service	10,608.57	9,528.20
Water	3,821.15	3,901.34
Total for Utilities	\$24,259.12	\$26,581.14
Veterans Day Parade	708.81	
Website	1,800.00	441.95
Total for Expenses	\$210,345.98	\$242,063.43
Net Operating Income	\$194,496.00	\$73,083.06
Other Expenses		
Depreciation		1,533.83
Total for Other Expenses		\$1,533.83
Net Other Income		-\$1,533.83
Net Income	\$194,496.00	\$71,549.23

RESOLUTION NUMBER 32

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT CALLING A GENERAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026, AND REQUESTING CONSOLIDATION AND PERFORMANCE OF SERVICES FROM THE COUNTY OF SANTA CLARA REGISTRAR OF VOTERS

WHEREAS, pursuant to Section 1001 of the Elections Code of the State of California, there is an established General Statewide election to be held on Tuesday, November 3, 2026; and,

WHEREAS, pursuant to Part 3, Consolidation of Elections, and commencing with Section 10400 of the Elections Code of the State of California, such election may be either completely or partially consolidated and held on the same day, if in the same territory, or in territory that is part the same; and,

NOW, THEREFORE, BE IT RESOLVED:

Section 1. That, pursuant to Section 10403 of the Elections Code of the State of California, the **Board of Directors** of the South Santa Clara Valley Memorial District calls an election to be held on Tuesday, November 3, 2026; and requests the Board of Supervisors of the County of Santa Clara to completely consolidate the election with the General Statewide election. The consolidated election will be held, regulated, and conducted in accordance with the provisions of the law.

Section 2, pursuant to Sections 10507 and 10508 of the Elections Code of the State of California, a general is necessary for purposes of filling a governing board seat for the offices listed below and to be voted upon at such election.

Title of Each Office (Director / Governing Board Member)	Length of Term (4-year full-term or 2-year short-term)	Number of Seats (1, 2, 3 etc.)	At-Large or District Number
<u>Board Member</u>	<u>4-year full term</u>	<u>2</u>	<u>At-Large</u>

Section 3. That pursuant to Sections 10002 and 10520 of the Elections Code of the State of California, the South Santa Clara Valley Memorial District requests the services of the Board of Supervisors of the County of Santa Clara and the Registrar of Voters of the County of Santa Clara to render such services to the special district as requested by the Board Clerk, and shall reimburse the county for the costs incurred by the County of Santa Clara Registrar of Voters in conducting the general election for the special district. The special district requests the County of Santa Clara Board of Supervisors to permit the County of Santa Clara Registrar of Voters to prepare the special district's election materials. The election services to be performed shall include the preparation, printing and

mailing of official ballots and county voter information guides; the establishment of precincts, election ballots, return mail envelopes, ballot drop boxes, vote centers, election officers, and producing such publications as are required by law in connection therewith; the furnishing of ballots, envelopes, and other necessary supplies and materials for voting places; the canvassing of the returns of the election; the furnishing of the results of such canvassing to the Board Clerk; and, the performance of other election services as may be requested by the Board Clerk.

Section 4. That the Board of Directors of the South Santa Clara Valley Memorial District requests the Board of Supervisors of the County of Santa Clara to hold and conduct the election in the manner prescribed in Section 10418 of the Elections Code of the State of California, and to further provide that the Registrar of Voters canvass the returns of the election. The County of Santa Clara is hereby authorized to certify the returns of the election.

Section 5. That pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted upon in the South Santa Clara Valley Memorial District on November 3, 2026, may prepare a candidate's statement on an appropriate form provided by the Registrar of Voters office. The statement may include the name, age and occupation of the candidate and a brief description of no more than **200** words of the candidate's education and qualifications expressed by the candidate. The candidate shall be required to pay for the cost of printing, translating, and distributing said candidate's statement. Each candidate who files such a statement shall be required to pay in advance his or her pro rata share of the estimated costs of printing, handling, and mailing said candidate statement, and such estimated costs shall be determined by the Registrar of Voters.

Section 6. That pursuant to Sections 10551 and 15651 of the Elections Code of the State of California, the method of determining the winner or winners in the event of a tie vote (two or more persons receive an equal and the highest number of votes for an office) as certified by the County of Santa Clara Registrar of Voter, the Board of Directors of the South Santa Clara Valley Memorial District, in accordance with Section 15651(a), any tie vote shall be resolved by lot.

Section 7. In all particulars not recited in this resolution, the special district election shall be held and conducted as provided by law for holding special district elections.

PASSED AND ADOPTED by the Board of Directors of the South Santa Clara Valley Memorial District, State of California, on June 20, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Ceballos, Board President

ATTEST:

Ellen Herrera, Executive Director

June 2026 Staff Report

BUILDING MAINTENANCE AND IMPROVEMENTS

- 1. Roof/Solar replacement:** Permits were issued by the City of Gilroy on 2 July. Tear down of the roof will begin on 29 July, with an estimated completion time of 2-3 weeks.
- 2. Security:** Due to the increasing number of kitchen rentals, a lockbox was installed outside the building to the left of the mailboxes. This will be for the use of kitchen contracted rental customers only.

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**	258	17%	\$74,103

*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 American Legion and VFW leases are counted as one rental per month. ** through June 30, 2026

ADMINISTRATIVE

1. Staff was targeted by a Geek Squad impersonation scam. Although no organizational funds were lost, the bank recommended closing the affected accounts and opening new ones after determining that the scammers had gained unauthorized access to account information. Reports were submitted to the Federal Trade Commission (FTC), Better Business Bureau (BBB), and the Internet Crime Complaint Center (IC3). In addition, spyware installed by the scammers was identified on the Executive Director's laptop. The device is currently undergoing assessment by IT to determine whether it can be securely restored or should be replaced. As a precautionary measure, all passwords have been reset, and multi-factor authentication has been implemented across applicable accounts and systems.
2. Board of Director seat vacancies appointment process:
 - a. Notify County Elections-6/26/26
 - b. Post public notice-7/17/26 (applications due to SSCVMD by 8/7/26 at 12pm)
Gilroy Dispatch, Gilroy Library, Gilroy City Hall, and SSCVMD website
 - c. Board review of applications-8/7/26 5pm
 - d. Approve Resolution 33 for appointment and oath of Office-8/17/26 regular meeting
 - e. Notify County Elections NLT 8/28/26 (15 days after appointment)

3. The Executive Director attended a General Manager Workshop along with the California Special District Association (CSDA) General Manager Summit. A wealth of information was disseminated over the 3 days.

CSDA GM Summit 2026 notes

Pre-conference workshop 28 June 2026: "So you want to be a General Manager (GM)"

1. Board and GM Relationship
2. Defining roles and responsibilities
3. Necessity for annual reviews
4. Strategies for cultivating greater empathy
5. Met with Retired Major General Mark Toy, GM of the Yorba Linda Water District; Sharon Landers, GM of the Rossmoor Community Services District; Lorenzo Rios, CEO, and Amy Cross, DOO, from Clovis Veterans Memorial District

Summit break-out sessions attended 29 and 30 June 2026:

1. SB 707 and the Brown Act: updates
 2. Building Financial Sustainability in Special Districts
 3. Getting and Maintaining Support of Governing Bodies for Negotiations
 4. Districts in Search of Money-Getting Capital Projects Funded
 5. Resolving Conflict Under pressure
4. Staff was informed by the Gilroy Veterans Club that, due to its ongoing organizational transition and system upgrades, its new CPA firm has not yet completed the organization's final financial report for June 2026. Attached is the Preliminary report. The actual report will be provided as soon as they are finalized and available.
5. The Executive Director will be out of the office 22-26 July.

Next Board Meeting: August 17, 2026



FEDERAL TRADE COMMISSION
CONSUMER ADVICE

Consumer Alert

How to recognize a fake Geek Squad renewal scam

By: Alvaro Puig, Consumer Education Specialist

October 25, 2022



**Scammers are
impersonating
Geek Squad**

**Report
impersonator scams at
ReportFraud.ftc.gov**



FEDERAL TRADE
COMMISSION



Scammers are at it again, impersonating well-known businesses and trying to rip people off. This time they're pretending to be from Geek Squad, Best Buy's tech support service. Here's what we're hearing about the scam and what to do if you see it.

You get a text message or email that says you were or will be charged hundreds of dollars to renew your Geek Squad membership. If you want to dispute the charge or cancel your membership, the message says you must call a phone number within 24 hours.

If you call the number — which you should **not** do — the scammer might ask for remote access to your computer. If you give it to them, they can install spyware programs on your computer, steal your online banking credentials, and drain money from your bank account.

Some scammers may ask for your bank account information to refund your money, then fake a transaction and make it look like they accidentally refunded you too much. To pay them back, they tell you to buy gift cards and give them the gift card numbers and PINs.

Scammers send alarming messages like this to rattle you. Don't let them. If you think the message is legitimate, contact the company in question using a phone number you know is real. **Do not use the number included in the message.**

Also check your credit card or bank account for an unauthorized transaction. If you see one, report it to the institution and ask them to reverse it and give you back your money.

Find out what to do [if you paid a scammer](#), or gave them [your personal information](#) or [access to your computer](#).

If you see a scam, report it to the FTC at [ReportFraud.ftc.gov](https://www.ftc.gov/idthelp/submit-report).

Anatomy of an Imposter Scam



Our [Anatomy of an Imposter Scam blog series](#) breaks down how to recognize, avoid, and report business and government imposter scams.

- [Never move your money to "protect it." That's a scam](#)
- [What's a verification code and why would someone ask me for it?](#)
- [Will your bank or investment fund stop a transfer to a scammer? Probably not](#)
- [Sure ways to spot a scammer](#)
- [Did you get a call or text about a suspicious purchase on Amazon? It's a scam](#)
- [New tech support scammers want your life savings](#)

John Berri Post No. 6309 Veterans of Foreign Wars of the United States

Statement of Activity-Canteen

June 1-30, 2026

		TOTAL
Revenue		
Canteen Income		
Canteen Income, Bar		4,911.74
Total for Canteen Income		\$4,911.74
Total for Revenue		\$4,911.74
Gross Profit		\$4,911.74
Expenditures		
Canteen Expenses		
Bar Supplies		3,090.15
Cable & Internet Service		262.59
Canteen License & Permits		273.84
Canteen Repairs		5.47
Credit Card Fees		83.10
Salaries & Wages		752.00
Total for Canteen Expenses		\$4,467.15
Total for Expenditures		\$4,467.15
Net Operating Revenue		\$444.59
Net Revenue		\$444.59

Note

Preliminary