

Pajaro Valley Public Cemetery District

66 Marin Street
Watsonville, CA 95076
831-722-0310

THE MISSION OF THE PAJARO VALLEY PUBLIC CEMETERY DISTRICT IS TO PROVIDE EFFICIENT COST - EFFECTIVE BURIAL SERVICES FOR THE COMMUNITY, AND PROVIDE MAINTENANCE TO THE CEMETERIES IN A RESPECTABLE, CLEAN AND SAFE MANNER THAT APPROPRIATELY HONORS THE LOVED ONES OF THE FAMILY, FRIENDS AND THE COMMUNITY AT LARGE, PAJARO VALLEY PUBLIC CEMETERY DISTRICT CONSISTS OF THE FOLLOWING CEMETERIES: DAY VALLEY, PIONEER, VALLEY CATHOLIC, VALLEY PUBLIC AND WATSONVILLE CATHOLIC.

Minutes of the July 12, 2022 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on July 12, 2022 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Steven A. George

Vice-Chair: Violet Lucas

Trustees: Edward Banks, Nancy Bilicich and Robert Tanner

District Manager: Elizabeth Lopez

1. Call Meeting to Order: The meeting was called to order by Chairman George at 2:00 p.m.
Roll call: All Trustees were present.
2. Review of Agenda: No items being pulled from the agenda or continued to another date.
3. Public comment: No public comment.
4. Minutes, Expenses and Financial Report:
 - a) Minutes: Trustee Lucas moved and Trustee Banks seconded to approve the minutes of June 14, 2022. Trustee Bilicich moved and Trustee Tanner seconded to approve the minutes of June 28, 2022 Special Meeting. Motion unanimously approved.
 - b) Expenses: Trustee Banks moved and Trustee Tanner seconded to approve the warrants/expenses dated June 13, 2022, June 14, 2022 and June 30, 2022.
 - c) Ledger/Bank Statement/Financial Report were reviewed for June 2022.

WARRANTS FOR APPROVAL JUNE 13, 2022

Home Depot (Maintenance Supplies)	979.10
Armada (Pest Control May*2)	160.00
Sturdy Oil (Fuel)	732.00
Streamline (June 2022)	300.00
Cruzio (June 2022)	88.91
Tri County Landscape Supply (Maintenance Supplies)	<u>170.68</u>
	\$2,430.69

WARRANTS FOR APPROVAL JUNE 14, 2022

Watsonville Utilities (Pioneer)	760.77
Watsonville Utilities (Watsonville Catholic)	331.84
Allied Universal Security Services (Temp. Fuel Surcharge)	111.25
County of Santa Cruz DPW (May 2022)	272.54
ACE Hardware (Maintenance Supplies)	488.66
A.L. Lease Co. (Maintenance Supplies)	39.30
CINTAS (May 2022)	815.43
D&G Sanitation (May 2022)	12.50
Crystal Springs Water Co. (May 2022)	36.50
Clutch Courier (May 2022)	120.00
Bill Clark (May 2022)	925.00
Green Waste Recovery, Inc. (May 2022)	1120.46
M.A. Painting (Maintenance Service) Flag Poles	1465.00
Allied Universal Security Services (June 2022)	2000.00
Adept Mobile Mechanic (Equipment Services Mini Dump)	152.00
Staples (Office Supplies)	369.69
Elizabeth Lopez (Equipment Supplies (Lowering Device & Water)	<u>212.74</u>
	\$9,233.68

WARRANTS FOR APPROVAL JUNE 30, 2022

Armada (Pest Control June*1)	160.00
PG&E (66 Marin St)	169.72
PG&E (Valley Public)	254.71
Angel Rodriguez (Flyer)	150.00
Sturdy Oil (Fuel)	779.07
PG&E (Watsonville Catholic)	9.53
PG&E (Pioneer)	10.18
ASCO Pacific (Supplies - Green Vases)	101.15
ASCO Pacific (Supplies - White Urn & Safety Chains)	816.10
Big Creek (Maintenance Supplies)	<u>110.87</u>
	\$2,561.33

5. New Business:

- a) Employee Salary Schedules: Trustee Tanner moved and Trustee Banks seconded to approve the employee's salary schedules. Motion unanimously approved.
- b) K&D Landscaping – Valley Catholic Cemetery Proposal: The board of trustees reviewed K&D Landscaping proposal.
- c) Grasshopper Front Mount Mower Proposal: Trustee Tanner moved and Trustee Lucas seconded to accept the proposal from Grasshopper. Motion unanimously approved.

6. District Manager Report:
 - a) The Davey Tree Expert Company: Davey will start tree pruning service at Valley Public on Thursday July 14, 2022.
 - b) Update of Monthly Activities: The crew continued checking irrigation system at Valley Public and Pioneer.
 - c) Staff and Equipment Report: No equipment report.
 - d) Cemetery District Audit – Kevin Brejnak is a Certified Cemetery District Public Accountant. He will be providing a proposal to the board.
7. Trustee Comments, Questions or Suggestions: Trustees suggested getting information regarding check reader.
8. Topics for next meeting August 9, 2022: Day of the Dead
9. Trustee Tanner moved and Trustee George seconded to adjourn the meeting at 3:23 p.m.

Minutes Approved: 
Board Chair or Designee

Date Approved: 8/9/2022

Printed Name
Of Signer: STEVE GEORGE