

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 February 13, 2024 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on February 13, 2024 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Violet Lucas

Vice-Chair: Robert Tanner

Trustees: Edward Banks, Nancy Bilicich and Steven A. George

District Manager: Elizabeth Lopez

1. Call Meeting to Order: The meeting was called to order by Chairman Lucas 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 Banks moved and Trustee George seconded to approve the minutes of January 9, 2024. Motion unanimously approved.
 - b) Expenses: Trustee George moved and Trustee Banks seconded to approve the warrants/expenses dated January 11, 2024, January 12, 2024 and January 31, 2024.
 - c) Ledger/Bank Statement/Financial Report were reviewed for January 2024.

WARRANTS FOR APPROVAL JANUARY 11, 2024

Home Depot - Ground Supplies - December 2023	372.83
Cruzio Internet (January 2024)	98.55
Cruzio Internet (February 2024)	118.46
California Department of Tax and Fee Administration (4th Qtr. Tax)	1595.00
County of Santa Cruz DPW - December 2023	81.96
Green Waste - December 2023	<u>1,350.03</u>
	\$3,616.83

WARRANTS FOR APPROVAL JANUARY 12, 2024

Asco Pacific - Ground Supplies - Vases	291.12
Asco Pacific - Ground Supplies - Vases	407.88
Crowne Vault - Ground Supplies	279.50
PG&E (66 Marin St- December 2023)	222.68

City of Watsonville Utilities - Watsonville Catholic - Dember 2023	196.05
City of Watsonville Utilities - Pioneer - December 2023	1,126.56
Asco Pacific - Ground Supplies - Vases	811.76
Sturdy Oil (Fuel)	227.42
AT&T (November & December 2023)	205.41
PG&E (Valley Public - November 2023)	155.62
Ameritas Insurance (January 2024)	822.86
PG&E (Pioneer - November & December 2023)	21.19
CINTAS (December 2023)	1,114.32
Big Creek - Grounds Supplies	288.60
Kirk & Simas Law Corporation - December 2023	951.00
Big Creek - Grounds Supplies	63.25
Streamline - January 2024	355.00
D & G Sanitation LLC - December 2023	479.24
ACE Hardware - December 2023	442.35
Sturdy Oil (Fuel)	212.07
River Nursery & Flower Shop (Christmas Arrangements)	452.17
Bill Clark (December 2023)	975.00
Tri - County Landscape Supply	181.34
Elizabeth Lopez - Reimbursement - Supplies	91.33
Elizabeth Lopez - Reimbursement - Maintenance Supplies	1,793.51
Elizabeth Lopez - Reimbursement - Clothing - Uniforms	3,051.21
Panther Protective Services - December 2023	1,700.00
Pajaro Valley Water Management Agency- V/P (July - December 2023)	<u>1,899.55</u>
	\$18,817.99

WARRANTS FOR APPROVAL JANUARY 31, 2024

PG&E (66 Marin St - January 2024)	117.95
Uline - (Grounds Supplies)	398.51
AT&T (January 2024)	98.77
Sturdy Oil (Fuel)	212.50
California Tire (Equipment Supplies - New Tires Ford)	590.00
PG&E (Valley Public - January 2024)	70.25
California Tire (Equipment Service - Tire Service Trailer)	40.00
PG&E (Pioneer - January 2024)	11.13
PG&E (Watsonville Catholic - January 2024)	1.78
Quintero Tires (Equipment Service - Ford Alignment)	700.00
Big Creek - Grounds Supplies	<u>392.77</u>
	\$2,633.66

5. New Business:

- a. Windows proposal for District Office. Trustee Banks moved and Trustee Tanner seconded to accept the proposal from A.B.A. Windows. All trustees voted aye. Motion unanimously approved.

6. District Manager Report:

- a) Update of Monthly Activities: Contract with CINTAS ended in January 2024.
Received the draft for the new district logo. Trustee suggested adding color to the district logo.
- b) Staff and Equipment Report: Crew has new uniforms and lockers.

7. Topics for next meeting March 12, 2024: Land Acquisition.

8. Trustee Banks moved and Trustee Tanner seconded to adjourn the meeting at 3:35 p.m.

Minutes Approved: 
Board Chair or Designee

Date Approved: 4/9/2024

Printed Name
Of Signer: VIOLET M. LUCAS