



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 October 14, 2025 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on September 9, 2025 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Violet Lucas

Vice-Chair: Robert Tanner

Trustees: 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. Except Trustee Banks.
2. Confirmation of Agenda: No items being pulled from the agenda or continued to another date.
3. Public comment: Agenda Item 5-A: Land Acquisition was moved to public comment portion of the meeting. Chuck Allen attended and provided information regarding a potential property for acquisition.
4. Minutes, Expenses and Financial Report:
 - a) Minutes: September 9, 2025 - Deferred.
 - b) Expenses: Trustee Tanner moved and Trustee George seconded to approve the warrants/expenses dated September 9, 2025 and September 26, 2025.
 - c) Ledger/Bank Statement/Financial Report were reviewed for the month of September 2025.

WARRANTS FOR APPROVAL SEPTEMBER 9, 2025

Streamline - July 2025	416.00
City of Watsonville Utilities - Pioneer - August 2025	1331.05
City of Watsonville Utilities - Watsonville Catholic - August 2025	2712.11
Holland Supply Inc. - Grounds Supplies	2078.81
Holland Supply Inc. - Grounds Supplies	538.10
Bill Clark - August 2025	900.00
County of Santa Cruz DPW - August 2025	443.80
Sturdy Oil (Fuel) August 31, 2025	515.35
D & G Sanitation LLC - August 2025	40.00

Streamline - September 2025	416.00
Green Waste - August 2025	1416.06
Central Water District 6/25/25-8/27/25	50.46
Bianchi Alarm System (Oct.- Dec. 2025)	84.00
ACE Hardware - August 2025	512.67
Panther Protective Services - August 2025	1,650.00
Elizabeth Lopez - Ground supplies	503.38
Elizabeth Lopez - Clothing	121.04
Elizabeth Lopez - Supplies	<u>144.54</u>
	\$13,873.37

WARRANTS FOR APPROVAL SEPTEMBER 26, 2025

Cruzio Internet October 2025	118.97
PG&E (Valley Public- September 2025)	483.30
AT&T - September 2025	105.66
Sturdy Oil (Fuel) September 15, 2025	681.07
PG&E (Pioneer) - September 2025	11.51
PG&E (Watson. Catholic) September 2025	5.26
Big Creek - Grounds Supplies	111.51
Tri - County Landscape Supply - Ground Supplies	45.02
PG&E (66 Marin St - September 2025)	265.57
Asco Pacific - Ground Supplies - Urn Vaults	<u>452.63</u>
	\$2,280.50

5. Administrative Action (Pending Business):

- a) Land Acquisition was moved to the public comment portion of the agenda.

6. New Business:

- a) Kevin Brejnak: Audit 2024-25 – The board of trustees reviewed the Audit for fiscal year 2024-25.
- b) Lowering Device Proposal: Trustee Tanner moved and Trustee Bilicich seconded, to accept the proposal from Frigid Fluid for the purchase of two lowering devices. The motion was unanimously approved, with all trustees voting aye.
- c) Day of the Dead (November 2, 2025): Day of the Dead will be on a Sunday this year. The Watsonville Cadets and Security are confirmed and will be present to support the event. Additionally, Manager and all Crew members will be in attendance to ensure smooth operations and respectful observance throughout the day.
- d) CAPC Annual Conference – Ventura: Trustee George provided an overview of the CAPC Annual Conference held in Ventura.
- e) The Board of Trustees has scheduled the next board meeting for Wednesday, November 12, 2025, in observance of the Veterans Day Holiday on Tuesday, November 11.

7. District Manager Report:

- a) Update of Monthly Activities: In continued preparation for Day of the Dead-on Sunday, November 2, 2025, the Crew will conduct their final maintenance and clean-up day at Valley Public Cemetery one week prior to the event. This will ensure the grounds are in

pristine condition for families and visitors. Additionally, mowing will be completed across all cemetery sites to maintain a dignified and welcoming appearance.

- b) Staff and Equipment Report: Staff is actively preparing for the upcoming Day of the Dead event on Sunday, November 2, 2025.
- 8. Trustee Comments, Questions or Suggestions: No Trustee Comment.
- 9. Topics for next meeting November 12, 2025: Day of the Dead overview and Land Acquisition.
- 10. Trustee Tanner moved and Trustee Bilicich seconded to adjourn the meeting at 3:34 p.m.

Minutes Approved: *Violet M Lucas*
Board Chair or Designee

Date Approved: 11/12/2025

Printed Name
Of Signer:

VIOLET M LUCAS