

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 August 9, 2022 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on August 9, 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. Trustee Bilicich was present via zoom.
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 George moved and Trustee Lucas seconded to approve the minutes of July 12, 2022. Motion unanimously approved.
 - b) Expenses: Trustee Bilicich moved and Trustee Tanner seconded to approve the warrants/expenses dated July 1st, July 11, July 12, and July 26, 2022.
 - c) Ledger/Bank Statement/Financial Report were reviewed for July 2022.

WARRANTS FOR APPROVAL JULY 11, 2022

ASCO Pacific (4' FINDER Probe - Small Tools)	427.34
Armada (Pest Control June *2)	160.00
Home Depot (Maintenance Supplies)	665.46
D & G Sanitation LLC (June 2022)	12.50
Sturdy Oil Co. (Fuel)	738.64
Bill Clark (June 2022)	<u>375.00</u>
	\$2,378.94

WARRANTS FOR APPROVAL JULY 11, 2022

Purchase Back Burial Rights	<u>800.00</u>
	\$800.00

WARRANTS FOR APPROVAL JULY 12, 2022

Bianchi Alarm Systems (July - Sept 2022)	84.00
Ameritas (July 2022)	82.16
Pontem (Annual)	645.00
Streamline (July 2022)	300.00
Elizabeth Lopez - Ewing - Valve (Grounds Supplies)	187.28
Watsonville Pajaronian (Board Meeting Adv. - July 2022)	49.00
Elizabeth Lopez - Amazon Tires for Mini Dump (Equipment Supplies)	<u>723.30</u>
	\$2,070.74

WARRANTS FOR APPROVAL JULY 12, 2022

California Department of Tax and Fee Administration (2nd QTR)	<u>1813.00</u>
	\$1,813.00

WARRANTS FOR APPROVAL JULY 12, 2022

City of Watsonville Utilities (Watsonville Catholic)	287.83
City of Watsonville Utilities (Pioneer)	1303.74
Green waste Recovery (June 2022)	1120.46
ACE Hardware (Maintenance Supplies)	372.58
C & N Tractors (Equipment Supplies)	523.62
Pajaro Valley Water Management Agency (Jan - June 2022)	1771.57
Crystal Springs Water Co. (June 2022)	56.00
Central Water District (April - June 2022)	290.80
CINTAS (June 2022)	1026.45
Clutch Courier (June 2022)	120.00
Allied Universal Security Services (July 2022)	2000.00
Allied Universal Security Services (Temp. Fuel Surcharge June 2022)	111.25
ASCO Pacific (Vases)	1005.10
Cruzio Internet (July 2022)	<u>89.70</u>
	\$10,079.10

WARRANTS FOR APPROVAL JULY 26, 2022

County of Santa Cruz DPW	127.50
A.L Lease Co. (Grounds Supplies - Plumbing)	24.60
A.L Lease Co. (Grounds Supplies - Plumbing)	173.64
PG&E (66 Marin Street)	158.89
AT&T (July 2022)	103.18
PG&E (Valley Public)	403.43
Sturdy Oil (Fuel)	798.61
Ameritas Insurance (August 2022)	740.56
Armada Pest Control (July Installment 1)	160.00
Pajaro Valley Lock Shop (Grounds Supplies)	12.75
PG&E (Watsonville Catholic)	10.84
PG&E (Pioneer)	10.18
California Tire (Equipment Services - Mini Dump Tire Mounts)	180.00
Pajaro Valley Lock Shop (Grounds Supplies)	<u>15.04</u>
	\$2,919.22

5. New Business:

- a) Land Acquisition: Chuck Allen was present and gave information on two properties. He has an appointment with Carlos Palacios to go over land acquisition.
- b) Kevin Brejnak, CPA – Audit Proposal: Trustee Banks moved and Trustee Tanner seconded to approve the audit proposal for FY 2020-2021. Motion unanimously approved.
- c) Total Compensation Systems, Inc. Proposal – GASB 75: Trustee Banks moved and Trustee Lucas seconded to approve the GASB 75 June 30, 2020 full valuation. Motion unanimously approved.
- d) Day of the Dead will be on Wednesday November 2, 2022. Preparation has started.

6. District Manager Report:

- a) M.B Landscape started repairing the irrigation system at Pioneer Cemetery.
- b) Update of Monthly Activities: The crew started spraying the weeds at all cemeteries.
- c) Staff and Equipment Report: Tractor needs the hydraulic cylinder to be repair and the annual maintenance.

7. Trustee Comments, Questions or Suggestions: Trustee George suggested asking the crew to open the valves at Valley Public for annually drainage before the start of winter.

8. Topics for next meeting September 13, 2022: Day of the Dead

9. Trustee Banks moved and Trustee Lucas seconded to adjourn the meeting at 3:28 p.m.

Minutes Approved: 
Board Chair or Designee

Date Approved: 9/13/2022

Printed Name
Of Signer: 