



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 September 9, 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.

Vice-Chair: Robert Tanner

Trustees: Edward Banks and Steven A. George

District Manager: Elizabeth Lopez

1. Call Meeting to Order: The meeting was called to order by Vice -Chair Tanner at 2:00 p.m.
Roll call: All trustees were present. Except Chairman Lucas and Trustee Bilicich.
2. Confirmation 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 August 14, 2025. Motion unanimously approved.
 - b) Expenses: Trustee Banks moved and Trustee George seconded to approve the warrants/expenses dated August 4, 2025, August 13, 2025, August 14, 2025 and August 27, 2025.
 - c) Ledger/Bank Statement/Financial Report were reviewed for the month of August 2025.

WARRANTS FOR APPROVAL AUGUST 4, 2025

Cruzio Internet August 2025	119.05
PG&E (66 Marin St - July 2025)	279.41
Tri - County Landscape Supply - Ground Supplies	123.08
AT&T - July 2025	107.86
Ameritas Insurance - August 2025	658.28
Home Depot - Ground Supplies - July 2025	943.63
Davis Auto Parts - Equipment Supplies	23.65
Big Creek - Grounds Supplies	346.67
Tri - County Landscape Supply - Ground Supplies	<u>140.93</u>
	\$2,742.56

WARRANTS FOR APPROVAL AUGUST 13, 2025

Van's Shoe Store	768.25
Davis Auto Parts - Equipment Supplies	95.24
Bill Clark - July 2025	750.00
PG&E (Valley Public- July 2025)	624.23
Sturdy Oil (Fuel) July 15, 2025	345.99
PG&E (Pioneer July 2025)	11.56
PG&E (66 Marin St - August 2025)	<u>268.9</u>
	\$2,864.17

WARRANTS FOR APPROVAL AUGUST 14, 2025

Wallace Memorial	275.00
Adept Mobile Mechanic - Equipment Service	172.00
Valley Saw & Garden Equipment - Grounds Supplies	496.04
City of Watsonville Utilities - Watsonville Catholic - July 2025	3318.63
City of Watsonville Utilities - Pioneer - July 2025	2268.14
Panther Protective Services - July 2025	1700.00
County of Santa Cruz DPW - July 2025	445.73
D & G Sanitation LLC - July 2025	40.00
Cruzio Internet September 2025	130.95
Sturdy Oil (Fuel) July 31, 2025	616.13
ACE Hardware - July 2025	339.42
Green Waste - July 2025	1,416.06
Streamline - August 2025	416.00
Total Compensation Systems, Inc (GASB 75 2nd Installment)	765.00
Aptos Landscape Supply	41.88
Elizabeth Lopez - Maint. Equip.	131.89
Elizabeth Lopez - Ground supplies	1,426.61
Elizabeth Lopez - Clothing	110.00
Elizabeth Lopez - Supplies	<u>153.16</u>
	\$14,262.64

WARRANTS FOR APPROVAL AUGUST 27, 2025

PG&E (Valley Public- August 2025)	570.53
AT&T - August 2025	105.04
PG&E (Pioneer) - August 2025	11.55
Ameritas Insurance - September 2025	658.28
Sturdy Oil (Fuel) August 15, 2025	610.26
Holland Supply Inc. - Grounds Supplies	582.55
Tri - County Landscape Supply - Ground Supplies	54.03
C & N Tractors - Equipment Supplies	<u>114.80</u>
	\$2,707.04

5. Administrative Action (Pending Business):
 - a) Land Acquisition – Deferred
6. New Business:

- a) Tractor/Backhoe Proposals: Trustee Banks moved and Trustee Tanner seconded to accept the proposal from C&N Tractors. The motion to accept the proposal from C&N Tractors, as amended to include the purchase of two tractors, has been unanimously approved by all trustees. This decision supports continued operational efficiency and equipment reliability across our sites. Trustee Banks amended proposal to purchase two tractors. All trustees voted aye. Motion unanimously approved.
 - b) Streamline's Accessible Document Service Proposal: Trustee George moved and Trustee Banks seconded to accept the proposal from Streamline. Motion unanimously approved.
 - c) Valley Public Cemetery – Maintenance Schedule: The Board of Trustees has approved the closure of the cemetery every Wednesday to allow for dedicated maintenance. As one of our busiest locations, the grounds require more frequent upkeep to preserve a respectful and welcoming environment for all visitors.
7. District Manager Report:
- a) Update of Monthly Activities: Preparation for Day of the Dead has begun. CSDA will be holding a meeting in La Selva Beach. District Manager will be attending.
 - b) Staff and Equipment Report: The crew has continued regular maintenance across all cemetery sites, ensuring that each location remains clean, respectful, and well cared for.
8. Trustee Comments, Questions or Suggestions: Trustee George reminded the Board of the upcoming California Association of Public Cemeteries (CAPC) Area Meeting scheduled to take place in Ventura.
9. Topics for next meeting October 14, 2025: Day of the Dead
10. Trustee Banks moved and Trustee Tanner seconded to adjourn the meeting at 2:52 p.m.

Minutes Approved: 
Board Chair or Designee

Date Approved: 11/12/2025

Printed Name
Of Signer:

VIOLET M. LUCAS