

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 10, 2023 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on October 10, 2023 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Steven A. George

Trustees: Edward Banks and Nancy Bilicich

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 except Violet Lucas and Robert Tanner 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 George moved and Trustee Banks seconded to approve the minutes of September 12, 2023. Motion unanimously approved.
 - b) Expenses: Trustee Banks moved and Trustee Bilicich seconded to approve the warrants/expenses dated September 19, 2023, September 20, 2023, September 27, 2023, September 28, 2023, and September 29, 2023.
 - c) Ledger/Bank Statement/Financial Report were reviewed for September 2023.

WARRANTS FOR APPROVAL SEPTEMBER 19, 2023

Sturdy Oil Co. (Fuel)	395.12
Streamline - July 2023	355.00
Home Depot - Ground Supplies - August 2023	568.77
Bill Clark (August 2023)	1125.00
Cruzio Internet (October 2023)	98.01
Mobile Auto Glass Y Mas (Chevy window)	<u>265.00</u>
	\$2,806.90

WARRANTS FOR APPROVAL SEPTEMBER 20, 2023

City of Watsonville Utilities - Watsonville Catholic - August 2023	2267.50
City of Watsonville Utilities - Pioneer - August 2023	<u>1412.53</u>
	\$3,680.03

WARRANTS FOR APPROVAL SEPTEMBER 27, 2023

A.L. Lease Co. (Grounds Supplies)	170.62
Davis Auto Parts - July 2023	31.13
Panther Protective Services - August 2023	1600.00
ACE Hardware - August 2023	635.86
Uline - (Grounds Supplies)	365.31
Tri - County Landscape Supply	41.21
Tri - County Landscape Supply	<u>32.97</u>
	\$2,877.10

WARRANTS FOR APPROVAL SEPTEMBER 28, 2023

La Selva Tree Service	975.00
Bianchi Alarm System (October - December 2023)	84.00
D & G Sanitation LLC - August 2023	209.29
Sturdy Oil Co. (Fuel)	477.69
County of Santa Cruz DPW - August 2023	326.23
Streamline - September 2023	355.00
C & N Tractors (Grounds Supplies)	172.33
C & N Tractors (Grounds Supplies)	1,465.38
C & N Tractors (Grounds Supplies)	723.42
AT&T (August 2023)	<u>98.23</u>
	\$4,886.57

WARRANTS FOR APPROVAL SEPTEMBER 29, 2023

CINTAS (September 2023)	1118.10
Green Waste - September 2023	1350.03
PG&E (66 Marin St)	175.09
PG&E (Valley Public)	<u>278.28</u>
	\$2,921.50

5. Administrative Action (Pending Business):

a) Land Acquisition: Deferred

6. New Business:

- a) Cemetery Hours (Fall/Winter) – Effective November 4, 2023 new cemetery hours 8:00 a.m. to 6:00 p.m.
- b) Cemetery Burial Plot maps: Provided overview of record keeping of burial plots.
- c) Day of the Dead: Continued to prepare for November 2nd, 2023. Meet with Father Rafael at Valley Catholic Church. He will let the cemetery district use the church parking lot. Security and Watsonville Cadets will be present as well. Cemetery will be closing at 7:00 p.m.
- d) CAPC Annual Educational Seminar & Area meeting Recap: Trustee George attended the CAPC Area meeting. He gave an overview of the meeting. He suggested all trustees & staff members to complete Ethics Training.

7. District Manager Report:

- a) Update of Monthly Activities: Community Clean-up Day at Pioneer Cemetery with the Watsonville Buddhist Temple has been cancelled. Continued to prepare for November 2nd Day of the Dead.

8. Staff and Equipment Report: The crew has continued mowing/cleaning all cemeteries.

9. Trustee Comments, Questions or Suggestions: No trustee comments.

10. Topics for next meeting November 14, 2023: Day of the Dead Recap.

11. Trustee Banks moved and Trustee Bilicich seconded to adjourn the meeting at 3:21 p.m.

Minutes Approved: 
Board Chair or Designee

Date Approved: 11/14/2023

Printed Name
Of Signer:

STEVEN GEORGE