

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 11, 2022 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on October 11, 2022 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Steven A. George

Vice-Chair: Violet Lucas

Trustees: 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 except trustee Banks.
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 Lucas moved and Trustee Bilicich seconded to approve the minutes of September 13, 2022. Motion unanimously approved.
 - b) Expenses: Trustee Bilicich moved and Trustee George seconded to approve the warrants/expenses dated September 12, 2022, September 13, 2022 and September 28, 2022.
 - c) Ledger/Bank Statement/Financial Report were reviewed for September 2022.

WARRANTS FOR APPROVAL SEPTEMBER 12, 2022

Home Depot (Maintenance Supplies)	1227.78
D&G Sanitation (August 2022)	12.50
Crystal Springs Water Co. (August 2022)	66.00
Pajaro Valley Lock Shop (Building Service)	280.06
Sturdy Oil (Fuel)	<u>1082.20</u>
	\$2,668.54

WARRANTS FOR APPROVAL SEPTEMBER 13, 2022

Monterey Bay Landscape (Pioneer)	7900.00
ULINE (Grounds Supplies)	1509.39
Bianchi Alarm Systems (October - December 2022)	84.00
City of Watsonville Utilities (Pioneer)	4471.76
City of Watsonville Utilities (Watsonville Catholic)	1552.20

I. Alvarez - Garage Services (Building Services)	495.00
CINTAS (August 2022)	1055.47
ACE Hardware (Maintenance/Grounds Supplies)	623.70
C&N Tractors (Grounds Supplies)	118.48
Green waste Recovery (August 2022)	1241.36
Central Water District - Day Valley (June - August 2022)	84.00
Streamline (September 2022)	300.00
Allied Universal Security Services (September 2022)	2,000.00
PG&E (66 Marin St)	167.66
Staples (Office Supplies)	<u>278.29</u>
	\$21,881.31

WARRANTS FOR APPROVAL SEPTEMBER 28, 2022

Adept Mobile Mechanic (Equipment Services)	2416.74
AT&T (September 2022)	103.73
Davis Auto Parts (Maintenance Supplies)	51.07
County of Santa Cruz DPW (August 2022)	278.88
Ameritas Insurance (October 2022)	740.56
Sturdy Oil (Fuel)	754.52
ASCO Pacific (Grounds Supplies)	1060.53
PG&E (Valley Public)	466.60
ASCO Pacific (Grounds Supplies)	592.13
PG&E (Pioneer)	10.19
PG&E (Watsonville Catholic)	10.51
Big Creek (Grounds Supplies)	22.35
Van's Shoe Store (Clothing Supplies)	350.69
Armada Pest Control (Invoice Date 9/23/2022)	160.00
C&N Tractors (Small Tools)	1,292.99
C&N Tractors (Maintenance Supplies)	<u>42.63</u>
	\$8,354.12

5. Administrative Action (Pending Business):

- a) Land Acquisition: Chuck Allen was present. He will invite Carlos Palacios to the next board meeting. His goal is to get the planning department help divide the land.
- b) Day of the Dead: Continued to prepare for November 2nd, 2022. Meet with Father Rafael at Valley Catholic Church. He will let the cemetery district use the church parking for Day of the Dead with a condition to have security and a deputy on site.

6. New Business:

- a) Monthly Board Meetings to change from Wednesdays to Tuesdays: Trustee Tanner moved and Trustee Lucas seconded to approve monthly board meetings to Tuesdays. All trustees voted aye. Motion unanimously approved.
- b) Administrative Assistant Position: Deferred

c) CAPC Annual Educational Seminar & Area Meeting Recap: Trustee George gave an overview of the Lake Tahoe area meeting. He suggested reviewing the district mission statement since it was one of the topics at the meeting.

7. District Manager Report:

- a) Update of Monthly Activities: Continued to prepare for November 2nd Day of the Dead. The trees at Pioneer Cemetery are part of the district. Kevin the auditor for the district will be stopping by the office on October 24th and 25th.
- b) Staff and Equipment Report: The crew has continued mowing all cemeteries. Crew suggested getting a flag for Day Valley Cemetery.

8. Trustee Comments, Questions or Suggestions: The trustees suggested getting estimates for Valley Catholic Cemetery water mainline and hose bib installation.

9. Topics for next meeting November 8, 2022: Day of the Dead

10. Trustee Tanner moved and Trustee Lucas seconded to adjourn the meeting at 3:39 p.m.

Minutes Approved: 
Board Chair of Designee

Date Approved: 11/8/2022

Printed Name
Of Signer: STEVEN A. GROKUR