

# 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 November 10, 2021 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on November 10, 2021 at 66 Marin Street, Watsonville, CA 95076. Trustee's Ed Banks, Nancy Bilicich, Steven A. George, Violet Lucas and Robert Tanner. District Manager Susie Miller and Administrative Assistant Elizabeth Lopez.

1. Roll call: All Trustees were present except Violet Lucas.
2. Minutes: Trustee Banks moved and Trustee George seconded to approve the minutes of October 6, 2021. Trustee George moved and Trustee Bilicich seconded to approve the minutes of October 13, 2021. Motion unanimously approved.
3. Public comment: Christina from the Buena Vista Landfill was present. She gave information regarding new mandate starting January 2022. Now the cemetery needs to sort all garbage and recycle flowers. She presented two options that includes trash, recycling, yard-waste and food waste collections.

Ramon Gomez was present. He gave his overview of Day of the Dead. Traffic was the main issue. He suggested a one-way entrance and exit a potential permanent solution. Parking was a challenge. The district should have more parking control. Some people had tents/alcohol etc. but overall, everything went well. Great job!

4. Warrants: Trustee Banks moved and Trustee George seconded to approve warrants dated October 13, 15 and 26. All trustees voted aye. Motion unanimously passed.

### WARRANTS APPROVAL OCTOBER 13, 2021

Crystal Springs Water Co. (September' 2021)	30.50
County of Santa Cruz DPW (September' 2021)	640.54
Armada (Bait Stations)	380.74
Cruzio Internet (November' 2021)	89.34
Adept Mobile Mechanic (Chain & Loop Post – Valley Catholic)	<u>141.00</u>
	<b>\$1,282.12</b>

**WARRANTS APPROVAL OCTOBER 15, 2021**

Elizabeth Lopez (CAPC Conference – San Luis Obispo)	951.50
Armada (Pest Control)	120.00
Susan Miller (24 hr. Surveillance signs (2)	33.18
Susan Miller (Pajaro Valley Chamber of Commerce Fee)	331.00
Steve George (CAPC Conference – San Luis Obispo)	<u>1,117.60</u>
	<b>\$2,553.28</b>

**WARRANTS APPROVAL OCTOBER 26, 2021**

Kirk & Simas (September' 2021)	67.50
PG&E (66 Marin Street)	205.22
PG&E (Valley Public)	850.85
A.L. Lease Co. (Maintenance Supplies)	32.80
AT&T (October' 2021)	90.24
A.L. Lease Co. (Maintenance Supplies)	83.95
Sturdy Oil (Fuel)	679.21
A. L. Lease Co. (Maintenance Supplies)	5.44
PG&E (Watsonville Catholic)	9.52
PG&E (Pioneer)	12.50
A.L. Lease Co. (Maintenance Supplies)	<u>48.91</u>
	<b>\$2,086.14</b>

5. Confirmations were reviewed: Ledger and Bank Statement.

6. Financials were reviewed.

7. Unfinished Business:

a) Land acquisition update: Chuck Allen was present. He presented a property on Varni Road with 12 acres. The land is flat with a good well and one house adjacent to the orchard parcel. The house is mainly used as a business office. Trustees suggested sending a good neighbor letter.

b) Audit/Draft review and approval: Approval for 2018 audit needed to be posted to agenda. It was previously approved on July 2021. Eide Bailly will forward audit draft for 2019.

c) LAFCO – Boundary expansion: Charlie Eadie was present via phone. He suggested to start with a map indicating boundary expansion.

d) Hire new crewman: Deferred

e) Day of the Dead review:

- Traffic/parking issues.
- Hwy 152 was used for parking.
- 4 crewmen during the day and 1 after 4:00 p.m.
- Security and 4 deputies were on site after 4:00 p.m.
- Dumpster was delivered and got overfilled right away.
- 2 porta potties (including 1 ADA) and 2 hand wash stations were available.
- Gates started closing at 7:00 p.m.
- Trustee Tanner suggested adding signs at Valley Public Cemetery indicating 1<sup>st</sup> and 3<sup>rd</sup> gate Entrance only and middle gate Exit only, also painting white arrows.

8. New Business:

- a) Waste Management: Christina was present during public comment. Susie will contact Green Waste.
- b) Closing time for cemetery gates: Trustee Tanner moved and Trustee Banks seconded to change all cemeteries closing hours due to daylight saving time to 7:00 a.m. to 5:00 p.m. Motion unanimously passed.
- c) Geoffrey Kischuk for comp. report: Compensation report is required every two years. Eide Bailly will require report for 2020 audit.
- d) Office Advertising: Due to COVID no headstone advertising. A list with Headstone makers and phone numbers will be in addition to the Headstone policy handout.
- e) Agenda discussion: No Agenda discussion.

9. Communications: No communications.

10. Manager's Report: So much of the report was discussed earlier in the meeting such as: Day of the Dead, Cameras and Video signs have been installed at Valley Public Cemetery. EVMC Landscaping has completed clean up project at Pioneer Cemetery.

11. Trustee comments: Trustee Bilicich suggested adding cones for no parking outside Valley Public Cemetery.

12. Topics for next meeting December 8, 2021: Green Waste

13. Trustee Bilicich moved and Trustee Tanner seconded to adjourn the meeting at 3:32 p.m.

Minutes Approved: Robert Tanner Date Approved: 12/8/2021  
Board Chair or Designee

Printed Name  
Of Signer: ROBERT TANNER