

# 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 14, 2023 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on November 14, 2023 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 except Edward Banks 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 Bilicich seconded to approve the minutes of October 10, 2023. Motion unanimously approved.
  - b) Expenses: Trustee Tanner moved and Trustee Lucas seconded to approve the warrants/expenses dated October 10, 2023 and October 30, 2023.
  - c) Ledger/Bank Statement/Financial Report were reviewed for October 2023.

### WARRANTS FOR APPROVAL OCTOBER 10, 2023

Andres Garcia - Andy's Lawn Equipment Repair	330.00
Asco Pacific - Ground Supplies - Niche Vases	933.74
Wallace Memorial - Replacement Marker J. Martinez	1152.38
Asco Pacific - Ground Supplies - Vases	836.13
La Selva Tree Service - Watsonville Catholic	2250.00
City of Watsonville Utilities - Watsonville Catholic - September 2023	2,522.45
City of Watsonville Utilities - Pioneer - September 2023	1,921.47
Ameritas Insurance (October 2023)	822.86
PG&E - PIONEER	10.45
PG&E - Watsonville Catholic	3.09
Home Depot - Ground Supplies - August 2023	120.45
Davis Auto Parts - Equipment Supplies	100.29
Bill Clark (September 2023)	1,125.00
CINTAS (September 2023)	694.49

D & G Sanitation LLC - September 2023	479.24
Mid Valley Supply- Supplies	38.41
California Department of Tax and Fee Administration (3rd Qtr. Tax)	<u>1,656.00</u>
	\$14,996.45

WARRANTS FOR APPROVAL OCTOBER 30, 2023

Steve George (Sacramento Conference)	1016.90
Cruzio Internet (November 2023)	98.48
Streamline - October 2023	355.00
County of Santa Cruz DPW - September 2023	279.48
Green Waste - September 2023	1328.25
ACE Hardware - September 2023	<u>756.95</u>
	\$3,835.06

5. Administrative Action (Pending Business):

a) Land Acquisition: Deferred

6. New Business:

- a) Pajaro Valley Lock Shop: Internet & Camera System Proposal – Frank from P.V. Lock Shop was present and gave an overview of the Camera System proposal for Valley Public Cemetery.
- b) Watsonville Catholic Cemetery Overview: The crew painted red caution areas for people to be careful of uneven pavement. The board of trustees suggested getting proposals for concrete or asphalt.
- c) Draft Audit Report for 6/30/2023: The draft audit report was reviewed. Final audit report will be approved on December 2023 board meeting.
- d) Day of the Dead: Day of the Dead was on Thursday November 2, 2023. The Cemetery was opened from 8:00 a.m. to 7:00 p.m. The Watsonville Police Cadets, a Police Officer, private security, cemetery crew and District Manager were on site until closing. There was over 1,000 people visiting the cemetery. Disabled parking was only allowed inside the cemetery with a plaque while other visitors parked at Valley Catholic Church parking lot. No issues were reported. Cemetery was cleared by 8:00 p.m.

7. District Manager Report:

- a) Update of Monthly Activities: Audit for 6/30/2023 was completed. No major issues were found. Day of the Dead was a great success. No issues were reported.

8. Staff and Equipment Report: The crew will start cleaning Day of the Dead decorations.

9. Trustee Comments, Questions or Suggestions: Trustees suggested getting concrete proposals for cemeteries.

10. Topics for next meeting December 12, 2023: Watsonville Catholic Cemetery



11. Trustee Tanner moved and Trustee Bilicich seconded to adjourn the meeting at 3:25 p.m.

Minutes Approved:   
Board Chair or Designee

Date Approved: 12/12/2023

Printed Name  
Of Signer:

STEVEN GEORGE