

# 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 December 13, 2022 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on December 13, 2022 at 66 Marin Street, Watsonville, CA 95076.

**Chairman:** Steven A. George

**Vice-Chair:** Violet Lucas

**Trustees:** Edward Banks, 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.
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 Banks moved and Trustee Bilicich seconded to approve the minutes of November 8, 2022. Motion unanimously approved.
  - b) Expenses: Trustee Banks moved and Trustee Tanner seconded to approve the warrants/expenses dated November 8, 2022 and November 15, 2022.
  - c) Ledger/Bank Statement/Financial Report were reviewed for November 2022.

### WARRANTS FOR APPROVAL NOVEMBER 8, 2022

Elizabeth Lopez (Lake Tahoe Conference)	1155.42
Armada (10/10/2022)	120.00
Asco Pacific White Urn Vaults (Grounds Supplies)	1061.37
Monument Lumber (Grounds Supplies)	51.10
City of Watsonville Utilities - Pioneer	2789.84
City of Watsonville Utilities - Watsonville Catholic	230.19
ASCO Pacific "T" Style Grass	1415.98
EDD State of California	4,949.99
County of Santa Cruz DPW	156.96
CINTAS - September & October 2022	1,707.26
Green waste October 2022	1,241.36
Central Water District 8/31-10/27/2022	40.00
Ameritas - November 2022	740.56

Tri County Landscape Supply (Grounds Supplies)	358.30
Cruzio Internet - November 2022	<u>80.99</u>
	\$16,099.32

**WARRANTS FOR APPROVAL NOVEMBER 15, 2022**

Steve George (Lake Tahoe Conference)	1155.42
Big Creek (Grounds Supplies)	66.41
Home Depot (Grounds Supplies)	91.17
ULINE (Clothing & Personal Supplies)	189.97
Bill Clark (October 2022)	600.00
ACE Hardware (Maintenance/Grounds Supplies)	383.89
Staple (Office Supplies)	307.19
PG&E (66 Marin St)	178.69
Tri County Landscape Supply (Grounds Supplies)	197.83
C & N Tractors (Maintenance Supplies)	297.79
Streamline (October 2022)	300.00
D & G Sanitation (October 2022)	12.50
Allied Universal Security Services (Temp. Fuel Surcharge October 2022)	111.25
Sturdy Oil (Fuel)	<u>478.78</u>
	\$4,370.89

5. Administrative Action (Pending Business):
  - a) Land Acquisition: Deferred
6. New Business:
  - a) District Manager Evaluation: District manager had her 6-month informal evaluation with trustee comments.
7. District Manager Report:
  - a) Update of Monthly Activities: Crew started pulling weeds at all cemeteries. Exit only banner was installed at Valley Public Cemetery.
  - b) Staff and Equipment Report: Crew will be applying weed and feed at Pioneer and Watsonville Catholic Cemeteries in March.
8. Trustee Comments, Questions or Suggestions: New tractor (backhoe) information for the upcoming fiscal year.
9. Topics for next meeting January 10, 2022: Zoom meetings
10. Trustee George moved and Trustee Tanner seconded to adjourn the meeting at 3:05 p.m.

Minutes Approved:   
 Board Chair or Designee

Date Approved: 2/04/2023

Printed Name  
 Of Signer: STEVEN GEORGE