

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 April 11, 2023 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on April 11, 2023 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 George moved and Trustee Tanner seconded to approve the minutes of March 14, 2023. Motion unanimously approved.
 - b) Expenses: Trustee Banks moved and Trustee Lucas seconded to approve the warrants/expenses dated March 8, 2023 and March 14, 2023.
 - c) Ledger/Bank Statement/Financial Report were reviewed for March 2023.

WARRANTS FOR APPROVAL MARCH 8, 2023

County of Santa Cruz DPW - (January 2023)	116.16
Tri-County Landscape Supply	82.43
AT&T (February 2023)	98.65
PG&E (Valley Public)	40.93
Sturdy Oil Co. – Fuel	468.70
PG&E (Pioneer)	10.13
California Tire (Tire Service)	120.00
Home Depot	512.13
D&G Sanitation LLC (February 2023)	12.50
ACE Hardware (February 2023)	786.00
Bill Clark (February 2023)	1,600.00
Staples - Office Supplies	<u>314.32</u>
	\$4,161.95

WARRANTS FOR APPROVAL MARCH 14, 2023

Allied Universal Security Services - February 2023	2200.00
Allied Universal Security Services (Temp. Fuel Surcharge February 2023)	111.25
Asco Pacific Grave Marker (Grounds Supplies)	599.19
Asco Pacific Vase Cans (Grounds Supplies)	526.45
Bianchi Alarm Systems	84.00
Asco Pacific Spike Lot Marker - Letters (Grounds Supplies)	4656.17
Sturdy Oil Co. - Fuel	512.27
City of Watsonville Utilities - Watsonville Catholic	179.66
City of Watsonville Utilities - Pioneer	248.89
Ameritas Insurance (March 2023)	740.56
Central Water District 12/29 - 2/28/2023	357.40
County of Santa Cruz DPW (February 2023)	118.32
Streamline (March 2023)	300.00
Green Waste (February 2023)	1261.71
Adept Mobile Mechanic (Equipment Services)	627.19
Elizabeth Lopez Reimbursement (Signs/posts)	712.87
Elizabeth Lopez Reimbursement (Supplies)	<u>39.34</u>
	\$13,275.27

5. Administrative Action (Pending Business):

- a) Land Acquisition: Deferred
- b) Rules and Regulations Governing Grave Markers: Rules and Regulations for grave markers was reviewed and approved.
- c) Tree Pruning/Removal proposals for Pioneer Cemetery.
Trustee Tanner moved and Trustee Bilicich seconded to accept the proposal from La Selva Tree Service. All trustees voted aye. Motion unanimously approved.

6. New Business:

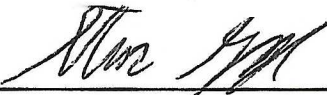
- a) Portable Toilet for Valley Public Cemetery: Trustee George moved and Trustee Banks seconded to approve on a temporary basis (60-day trial). All trustees voted aye. Motion unanimously approved.
- b) CAPC 65th Annual Conference 2023 – Seaside, CA: Trustee George and Trustee Tanner gave an overview of the conference.
- c) Budget: Fiscal Year 2023-2024 – Chairman George and District Manager will work on the budget.

District Manager Report:

- a) Update of Monthly Activities: Crew started mowing all cemeteries. Chinese Memorial Day was on April 5, 2023. The crew cleaned the Chinese area at Pioneer Cemetery for their memorial. Community was happy and thankful.
7. Staff and Equipment Report: Crew visited the exhibits at the CAPC Seaside convention.
8. Trustee Comments, Questions or Suggestions: Trustee Banks gave an overview of the CSDA – California Special Districts Association Membership.

9. Topics for next meeting May 9, 2023: Budget 2023-2024

10. Trustee Tanner moved and Trustee Lucas seconded to adjourn the meeting at 3:44 p.m.

Minutes Approved: 
Board Chair or Designee

Date Approved: 5/9/2023

Printed Name
Of Signer:

STEVE GEORGE