

**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 September 8, 2021 Regular Meeting**

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on September 8, 2021 at 66 Marin Street, Watsonville, CA 95076. Trustee's Ed Banks, Steven A. George, Violet Lucas and Robert Tanner. District Manager Susie Miller and Administrative Assistant Elizabeth Lopez.

1. Roll call: All Trustees were present.
2. Minutes: Trustee Banks moved and Trustee George seconded to approve the minutes of August 11, 2021. Motion unanimously approved.
3. Public comment: Mike Fenoglio was present. Mr. Fenoglio has family at the Valley Public Cemetery Columbarium. On August 18, 2021 he reported to the district how the Columbarium needed to be cleaned after someone had a party out there. He stated the area was not cleaned up until August 30, 2021. He recommends to have security during the day. Trustee Tanner stated that security is ramping up more and lights will be installed at the cemetery.  
Also Mrs. Fenoglio was present. She was upset how the Columbarium looked. She called the district, spoke with Susie Miller and stated Mike helped get things reported to the Sheriff. She has gone to the cemetery and cleans the Columbarium area.

Silvia Briceno was present. Her concern is clean up days at the Valley Public Cemetery District. She asked why certain blocks get clean and others don't and why certain people have a special permit. Trustees suggested having a meeting with the crew regarding special treatment (gratuity).

Aurora was present. She has her son buried at the Valley Public Cemetery. She suggested having a sign for people to clean up after their pets.

Monica Espinoza was present. She wanted to follow up regarding "Day of the Dead". Trustee Tanner mentioned that the gates will be closed and people can park outside or possibility at the Valley Church.

4. Warrants: Trustee Banks moved and Trustee Tanner seconded to approve warrants dated August 11, 23 and 24. All trustees voted aye.  
Motion unanimously passed.

**WARRANTS APPROVAL AUGUST 11, 2021**

Streamline (August'2021)	300.00
Security Crime Prevention Corp. (July'2021)	1,750.00
C&N Tractors	151.01
Home Depot	160.12
CINTAS (July'2021)	557.72
City of Watsonville Utilities (Pioneer)	1,826.51
City of Watsonville Utilities (Watsonville Catholic)	1,131.67
Clutch Courier (July'2021)	250.00
Sturdy Oil (Fuel)	720.00
County of Santa Cruz DPW (July'2021)	686.82
ASCO Pacific (Vases)	671.69
Kirk & Simas Professional Law Corp. (July'2021)	2,093.03
Mid Valley Supply	34.85
Employment Development Dept.	1,125.00
D&G Sanitation LLC (July'2021)	12.50
Cruzio Internet (September'2021)	88.53
Crystal Springs Water Co. (July'2021)	30.50
ACE Hardware	319.58
Smith's Pest Management (July'2021)	264.00
Jacob Velez (Van's Shoes Store – Resole Boots)	85.00
Armada (Pest Control)	120.00
PG&E (66 Marin Street)	207.48
Davis Auto Parts	23.41
California Tire Mobil Service	<u>20.00</u>
	<b>\$12,629.42</b>

**WARRANTS APPROVAL AUGUST 23, 2021**

Staples Credit Plan (Office Supplies)	297.87
Adept Mobile Mechanic (John Deere Repair)	894.70
Sturdy Oil (Fuel)	642.84
AT&T (August'2021)	90.37
Monument Lumber (Maintenance Supplies)	41.49
Susie Miller (Target – Sympathy basket for Adrian Juarez)	39.58
Susie Miller (Scotts Vailey Sprinkler (4 valves)	280.92
Susie Miller (Amazon – Rolling gate track wheel for Valle Public)	<u>40.95</u>
	<b>\$2,328.72</b>

**WARRANTS APPROVAL AUGUST 24, 2021**

Ameritas Ins. (August & September' 2021)	2,139.48
Armada (Pest Control)	120.00
PG&E (Pioneer)	12.51
PG&E (Valley Public)	709.81
PG&E (Watsonville Catholic)	<u>9.85</u>
	<b>\$2,991.65</b>

**WARRANTS APPROVAL AUGUST 24, 2021**

Community Tree Service, Inc. (Trees removal at Pioneer & 1 at Watsonville Catholic)	<u>29,425.00</u>
	<b>\$29,425.00</b>

5. Confirmations were reviewed: Ledger and Bank Statement.
6. Financials were reviewed.
7. Unfinished Business:
  - a) Land acquisition update: Deferred
  - b) Review/revise District Manager's Salary: Deferred
  - c) Audit letter update: Long-term expect to see fewer and fewer items from the material weakness comments for the 2019, 2020 and 2021. There is an option to put in an organization response letter to the 2019 fiscal year letter.
  - d) LAFCO – Boundary expansion: Deferred
  - e) Hire new crewman: Trustee Tanner moved and Trustee George seconded to deferred upon review of all proposals.
8. New Business:
  - a) Day of the Dead discussion/determination: Trustee Lucas spoke to Mr. Caput he wants Day of the Dead to be open. Trustees suggested contacting the Valley Church to be able to use there parking and adding No Parking signs on opposite road toward Hwy 152. Reserve a Disabled and Regular porta potties with hand-washing stations.
  - b & c) K&D and EVMC Landscape proposals: Trustee Banks moved and Trustee Lucas seconded to approve EVMC Landscape proposal. All trustees voted aye. Motion unanimously approved.

- d) Security issues and suggestions for Valley Pubic: Trustee Tanner suggested getting other security proposals. A possible hire of an off-duty deputy for Day of the Dead.
  - e) California Special Districts Association Presentation: CSDA - Annual membership is \$4k vs. CAPC \$1k. CSDA has many services available.
  - f) New policies for PVPCD - Headstones and Pre-Needs: Trustee Tanner suggested a simple policy.
  - g) Miller Construction and Verdi Enterprises proposals for two stadium lights for Valley Public: Trustee Banks moved and Trustee George seconded to approve Miller Construction proposal. All trustees voted aye. Motion unanimously approved.
9. Communications: Trustee George suggested checking the irrigation control panel at Watsonville Catholic, grass is too dry.
  10. Manager's Report: So much of the report was discussed earlier in the meeting such as: The middle gate at Valley Public was fixed, installed a new rolling gate track wheel. Mini dump master cylinder is being replaced. Valley Public trespass letter is on file and is valid for 6 months. Clutch Courier will be reducing the monthly rate, since they only pick up once a month.
  11. Trustee comments: Trustee Tanner asked for feedback regarding Violich family. Trustee Banks suggested a staff meeting with crew.
  12. Topics for next meeting October 13, 2021: Trustee Lucas Mr. Caput proposal for Day of the Dead and Valley Church parking.
  13. Trustee George moved and Trustee Lucas seconded to adjourn the meeting at 3:42 p.m.

Minutes Approved: Robert Tanner Date Approved: 10/13/2021  
 Board Chair or Designee

Printed Name  
 Of Signer: ROBERT TANNER