

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 June 11, 2024 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on June 11, 2024 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Violet Lucas

Vice-Chair: Robert Tanner

Trustees: Edward Banks, Nancy Bilicich and Steven A. George

District Manager: Elizabeth Lopez

1. Call Meeting to Order: The meeting was called to order by Vice-Chair Tanner at 2:00 p.m.
Roll call: All Trustees were present. Chairman Lucas attended via phone.
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 May 14, 2024. Motion unanimously approved.
 - b) Expenses: Trustee Banks moved and Trustee Bilicich seconded to approve the warrants/expenses dated May 6, 2024 and May 13, 2024.
 - c) Ledger/Bank Statement/Financial Report were reviewed for May 2024.

WARRANTS FOR APPROVAL MAY 6, 2024

Tri - County Landscape Supply -Top Soil	99.11
Tri - County Landscape Supply - Sod	241.66
Asco Pacific - Ground Supplies - Vases	402.96
PG&E (66 Marin St - April 2024)	251.51
AT&T (April 2024)	99.97
Sturdy Oil (Fuel)	249.63
Home Depot - Ground Supplies - April 2024	17.98
Bill Clark (April 2024)	<u>1,125.00</u>
	\$2,487.82

WARRANTS FOR APPROVAL MAY 13, 2024

Sturdy Oil (Fuel) February 2024	423.56
Sturdy Oil (Fuel) February 2024	162.51
Davis Auto Parts - April 2024	97.01
PG&E (Pioneer - April 2024)	11.50
City of Watsonville Utilities - Watsonville Catholic - April 2024	195.75
City of Watsonville Utilities - Pioneer -April 2024	1,082.80
Ameritas Insurance (May 2024)	822.86
Community Tree Service, Inc. (Tree removal at Pioneer & Valley Pubic)	6,500.00
Holland Supply Inc. - Grounds Supplies	2,437.26
Panther Protective Services - April 2024	1,700.00
ACE Hardware - April 2024	371.90
County of Santa Cruz DPW - April 2024	189.60
Sturdy Oil (Fuel) April 2024	651.20
C & N Tractors - Equipment Supplies	139.73
C & N Tractors - Small Tools	3,081.59
D & G Sanitation LLC - April 2024	308.10
Streamline - May 2024	355.00
Central Water District 2/27/2024 - 4/29/2024	46.47
Green Waste April 2024	1,350.03
Asco Pacific - Grounds Supplies (Vases)	801.92
Elizabeth Lopez Reimbursement - Grounds Supplies	933.84
Elizabeth Lopez Reimbursement - Equipment Supplies	177.43
Elizabeth Lopez Reimbursement - Small Tools & Instruments	749.52
Elizabeth Lopez Reimbursement - Spec. District	554.00
Elizabeth Lopez Reimbursement - Supplies	<u>373.96</u>
	\$23,517.54

5. Administrative Action (Pending Business):

- a) Budget: Fiscal Year 2024 – 2025 (Review/Approval): The board of trustees reviewed and adopted the final budget for Fiscal Year 2024-25.
- b) Burial Price List: 2024 -2025 (Review/Approval): Trustees reviewed and approved the final burial price list for 2024-25.

6. District Manager Report:

- a) Update of Monthly Activities: All cemeteries were mowed for Memorial Day. The Japanese had their Memorial Day at Pioneer Cemetery on Sunday May 26, 2024. The crew cleaned the Japanese area.
- b) Staff and Equipment Report: One of the trucks had to get service. Crew started cleaning Pioneer Cemetery.

7. Closed Session: District Manager Evaluation

Reconvene to Open Session at 3:20 p.m.
No Action Taken

8. Topics for next meeting July 9, 2024: Valley Catholic Water
9. Trustee Tanner moved and Trustee George seconded to adjourn the meeting at 3:35 p.m.

Minutes Approved: Robert Tanner
Board Chair or Designee

Date Approved: 7/9/2024

Printed Name
Of Signer: ROBERT TANNER