

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 12, 2023 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on December 12, 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 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 Lucas seconded to approve the minutes of November 14, 2023. Motion unanimously approved.
 - b) Expenses: Trustee Bilicich moved and Trustee Banks seconded to approve the warrants/expenses dated November 14, 2023.
 - c) Ledger/Bank Statement/Financial Report were reviewed for November 2023.

WARRANTS FOR APPROVAL NOVEMBER 14, 2023

Sturdy Oil (Fuel) (August - October 2023)	2334.94
City of Watsonville Utilities - Watsonville Catholic - September 2023	1640.02
City of Watsonville Utilities - Pioneer - September 2023	1549.54
AT&T (September 2023)	95.09
PG&E (Valley Public - October 2023)	209.38
Ameritas Insurance (November 2023)	822.86
PG&E (Pioneer - October 2023)	10.58
Ewing Outdoor Supply (Ground Supplies - October 2023)	166.24
Home Depot - Ground Supplies - October 2023	594.33
ACE Hardware - October 2023	687.25
C & N Tractors (Grounds Supplies)	35.42
Cypress Coast Fence (Pioneer)	9,538.00
D & G Sanitation LLC - October 2023	479.24
Kirk & Simas Law Corporation - October	312.00

County of Santa Cruz DPW - October 2023	142.13
CINTAS (October 2023)	1,150.06
Panther Protective Services - October 2023	1600.00
D & G Sanitation LLC - Day of the Dead 2023	1,114.58
Green Waste - Day of the Dead 2023	647.50
California Association of Public Cemeteries Membership 2024	397.00
Streamline - November 2023	355.00
Green Waste - October 2023	1,350.03
Bill Clark (October 2023)	525.00
PG&E (66 Marin St- October & November 2023)	341.96
Kevin Brejnak, CPA	<u>22,544.79</u>
	\$48,642.94

5. Administrative Action (Pending Business):

- a) Land Acquisition: Deferred
- b) Kevin Brejnak: Audit 2023 – The board of trustees approved the Audit 2023. Audit findings were noted and corrected.

6. New Business:

- a) Cemeteries paths and roads improvement – Evaluation of all cemeteries paths and roads were done. Board of trustees suggested getting proposals for paths/roads.
- b) Valley Public Cemetery Security: Trustee Banks moved and Trustee Lucas seconded to approve weekend security at Valley Public Cemetery for a 3-month trial.

7. District Manager Report:

- a) Update of Monthly Activities: The crew has continued the maintenance at all cemeteries. The district has gotten many positive feedback in regards to the well-kept of all cemeteries.

8. Staff and Equipment Report: The crew did the oil maintenance on all trucks.

9. Trustee Comments, Questions or Suggestions: Trustees suggested getting proposals for cemeteries paths/roads.

10. Topics for next meeting January 9, 2024: Vice-Chair position.

11. Trustee Banks moved and Trustee Tanner seconded to adjourn the meeting at 3:33 p.m.

Minutes Approved: _____

Board Chair or Designee

Date Approved: _____

1/19/2024

Printed Name
Of Signer:

STEVE GRONGE