

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 May 27, 2020 Special Meeting

The board of Trustees of the Pajaro Valley Public Cemetery District held a special meeting on May 27, 2020 at 66 Marin Street, Watsonville, CA. Trustees present were Ed Banks, Steven A. George, Violet Lucas, Robert Tanner, Jo Ann Vear. Also, in attendance were District Manager Susie Miller and Ann Peters, Secretary.

Minutes: Trustee Vear moved and Trustee Banks seconded to approve the minutes for May 27 Special Meeting, 2020. Motion unanimously passed.

Public Comment –No Public Comment

Warrants- No Warrants

Confirmations – No Confirmations

Financials: No Financials

New Business:

- a) Board reviewed preliminary budget and made some changes. 42330 80,000 to 85,000, 42336, 55K to 50,000, 62715 3,000 to 5,000. Board also requested further information for next meeting regarding balances of 76550, 76555, 76552, 76560, 76556.
- b) Trustee Vear moved and Trustee Banks seconded for the Trustee's and Staff to update Bank of America Account, provide two forms of identification for updating account profiles. Motion unanimously passed.
- c) Moved by Trustee Banks and seconded by Trustee Lucas to approach Bank of America to extend our account to online banking to include credit card transactions. All trustees voted aye. Motion unanimously passed.
- d) Trustee George moved and was seconded by Trustee Tanner to request \$500.00 be transferred to the Bank of America Checking Account. Unanimously approved by the Board of Trustees. All trustees voted aye. Motion unanimously passed.

Trustee comments:

- a) Trustee Vear requested payroll records be added to packets for the meeting in the future and also include the warrants as part of the text in the body of the minutes.
- b) Trustee Banks suggested contacting Bay Oak Tree Management regarding a bid for a new security company.
- c) Manager was asked to research a new internet provider.

Communications: There were no communications.

Manager's Report: Signs for Valley Public, all entrances have them written in both English/Spanish placed at entrances and on sheds. The total cost of the signs is \$764.75. The size is 24 X 36. Crew meeting for Disaster Preparedness on Tuesday May 19, 2020. All crew members attended and offered great suggestions for disaster planning. Items mentioned were flares, cones, fire extinguishers, safety kits and long-range Walkie Talkies. Reviews for the crew begin in June, now that job descriptions have been provided and signed by all six members.

Budget projections forwarded to Trevor sent only as temporary, not approved. Trevor says so far, it's perfect.

Making great progress with the surplus list, contacted the appropriate agency for auctions. Nolan is listing items on the site. Cement mixer is being bid on. AT&T contacted to sign us up for email service to leave Cruzio. Not advisable. Paul Chandler contacted to upgrade Microsoft on office computers, completed.

Board of Equalization Tax and use help came from Trevor at the county. We now know the route to get the last two quarters updated on the website and paid.

Adjourn: Trustee Banks moved to adjourn at 3:25, seconded by Trustee George unanimously approved.

Robert Tamm
6/10/2020