

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 August 26, 2020 Special Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a special meeting on August 26, 2020 at 1006 Freedom Blvd., Watsonville, CA. Trustees present were Ed Banks, Steven A. George, Violet Lucas, Robert Tanner and Jo Ann Vear.

- 1) Roll Call: All trustees present
- 2) Public Comment – No Public Comment
- 3) NEW BUSINESS:
 - a) There was a discussion of K & D Electrical bill. Trustee Vear moved and Trustee Banks seconded to accept the bid in the amount of \$1,250.00. All trustees voted aye. Motion unanimously passed.
 - b) Trustees reviewed proposal from Total Compensation Systems regarding GASB 74/75 actuarial valuation services. Trustee Banks moved and Trustee George seconded that Schedule 2 dated August 19, 2020 in the amount of \$3,000.00 be accepted. Schedule 2 attached and is a part of these minutes.

SCHEDULE 2

Customer shall pay Consultant for the retiree health valuation report based on the full valuation a total of \$3,000. One-half, or \$1,500 shall be due within 30 days of the commencement of work by Consultant. One-half, or \$1,500 shall be due within 30 days of the delivery by Consultant to Customer of the draft consulting report for the full valuation (or within 30 days of contract termination, if earlier). Customer shall also pay Consultant for the retiree valuation report based on the "roll-forward" valuation a total of \$1,500 within 30 days of the delivery by Consultant to Customer of the draft consulting report for the "roll-forward" valuation (or within 30 days of contract termination, if earlier)

If Consultant receives a non-refundable deposit from Customer of \$1,350 by November 1, 2020, all amounts shown above shall be reduced by 10%.

In addition to the above fees, Customer agrees to pay Consultant an all-inclusive fee of \$0 per meeting to attend meetings related to the consulting services. Customer shall pay such meeting fees within 30 days of the meeting. Also in addition, to all of the above fees, Customer will pay Consultant \$900 for each "funding valuation" requested by Customer. Neither the meeting

Robert Tanner
9/9/2020

CLOSED SESSION

Public Employee Performance Evaluation
District Manager

OPEN SESSION

RECONVENE OPEN SESSION

- 4) Discuss General Manager compensation:
 - a) Trustee Banks moved and Trustee Lucas seconded to remove the probationary status of the District Manager. Motion unanimously passed.
 - b) Trustee Banks moved and Trustee Lucas seconded to increase District Manager salary 2.5% effective September 1, 2020 to the amount of \$37.48/hourly, \$77,958.40/annually. All trustees voted aye. Motion unanimously passed.
- 5) Topics for next regular meeting.
 - a) Research on non-payment of pre-needs.
 - b) Review of Trustee Handbook
 - c) LAFCO report.

Trustee George moved and Trustee Lucas seconded to adjourn the meeting at 3:24 p.m.