



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 October 8, 2024 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on October 8, 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 Chairman Lucas 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 George seconded to approve the minutes of September 10, 2024. Motion unanimously approved.
 - b) Expenses: Trustee Bilicich moved and Trustee George seconded to approve the warrants/expenses dated September 9, 2024 and September 10, 2024.
 - c) Ledger/Bank Statement/Financial Report were reviewed for September 2024.

WARRANTS FOR APPROVAL September 9, 2024

Cruzio Internet - October 2024	109.01
ACE Hardware - July 2024	415.25
Wallace Memorial	1375.00
Sturdy Oil (Fuel)	655.44
Home Depot - Ground Supplies - August 2024	769.88
Streamline - August 2024	355.00
Streamline - September 2024	<u>355.00</u>
	\$4,034.58

WARRANTS FOR APPROVAL September 10, 2024

AT&T - July 2024	65.88
Pajaro Valley Printing	301.81
PG&E (Valley Public) - August 2024	559.35
Ameritas Insurance - September 2024	822.86
PG&E (Pioneer - August 2024)	11.37
Community Tree Services	3700.00
City of Watsonville Utilities - Watsonville Catholic - August 2024	897.89
City of Watsonville Utilities - Pioneer - August 2024	2673.76
Mobile Auto Glass y Mas	295.00
Panther Protective Services - August 2024	1650.00
ACE Hardware - August 2024	1073.62
Sturdy Oil (Fuel) - August 2024	398.01
Bill Clark - August 2024	450.00
County of Santa Cruz DPW - August 2024	144.50
Green Waste - August 2024	1378.42
Bianchi Alarm System (October- December 2024)	84.00
Central Water District 6/26/2024 -8/28/2024	46.08
A.L. Lease Co. (Grounds Supplies)	8.91
Total Compensation Systems, Inc (GASB 75 Full Valuation 2nd Installment)	1530.00
Elizabeth Lopez Reimbursement - Grounds Supplies	512.46
Elizabeth Lopez Reimbursement - Ground Services	20.00
Elizabeth Lopez Reimbursement - Supplies	<u>84.21</u>
	\$16,708.13

5. New Business:

- a) Kevin Brejnak: Audit 2024 – The board of trustees reviewed and approved the Audit 2024. No audit findings.
- b) Endowment Care: The funds are used to pay for maintenance such as landscaping, maintenance staff etc. Principal cannot be spent only interest earned.
- c) Day of the Dead (November 2nd): Continued preparation for November 2nd. Meet with Father Rafael at Valley Catholic Church. He will let the cemetery district use part of the church parking lot. Crew, Security and Watsonville Cadets will be present as well.

6. Administrative Action (Pending Business):

- a) Land Acquisition: No report.

7. District Manager Report:

- a) Update of Monthly Activities: The district had a disinterment at Valley Public Cemetery. Cemetery was closed for disinterment. Funeral home was present as well. Crew started prepping for day of the dead.
- b) Staff and Equipment Report: The crew has continued with regular maintenance on all cemeteries. All cemeteries will be mowed and ready for Day of the dead.

8. Trustee Comments, Questions or Suggestions: Trustee George will be attending CAPC area meeting San Luis Obispo.
9. Topics for next meeting November 12, 2024: Revising Plot Ownership/Transfer policy and Day of the dead.
10. Trustee George moved and Trustee Banks seconded to adjourn the meeting at 2:57 p.m.

Minutes Approved: *Violet M. Lucas*
Board Chair or Designee

Date Approved: *11/12/2024*

Printed Name
Of Signer:

VIOLET M. LUCAS