

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 March 14, 2023 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on March 14, 2023 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Steven A. George

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 except Edward Banks.
2. Review of Agenda: No items being pulled from the agenda or continued to another date.
3. Public comment: Affordable Headstone & Monuments were present to discuss the type of flower vases that they offer to families. The cemetery crew was also present to provide feedback regarding the difficulty of setting and installing the headstones that carry their flower vases. The board invited Affordable Headstone & Monuments to provide a demonstration on setting the headstone with the flower vases and how to transport to the cemetery.
4. Minutes, Expenses and Financial Report:
 - a) Minutes: Trustee Tanner moved and Trustee George seconded to approve the minutes of February 14, 2023. Motion unanimously approved.
 - b) Expenses: Trustee Bilicich moved and Trustee Lucas seconded to approve the warrants/expenses dated February 6, 2023 and February 14, 2023.
 - c) Ledger/Bank Statement/Financial Report were reviewed for February 2023.

WARRANTS FOR APPROVAL FEBRUARY 6, 2023

PG&E (Valley Public)	56.43
AT&T (December 2022 & January 2023)	193.83
Sturdy Oil Co. - Fuel	247.41
Ameritas Insurance (February 2023)	740.56
PG&E (Pioneer)	10.14
A.L. Lease Co.	98.84
Home Depot	326.51
Tri-County Fire Protection, Inc.	108.00
Tri-County Landscape Supply	178.92
D&G Sanitation (January 2023)	12.50

Nolan Rackley - Sierra Azul Nursery & Garden Reimbursement	83.85
Bill Clark (January 2023)	<u>675.00</u>
	\$2,731.99

WARRANTS FOR APPROVAL FEBRUARY 14, 2023

Green Waste - Day of the Dead	731.44
City of Watsonville Utilities - Pioneer	876.91
City of Watsonville Utilities - Watsonville Catholic	172.44
PG&E (66 Marin St)	262.04
Green Waste (January 2023)	1251.54
Adept Mobile Mechanic (Equipment Services)	284.49
Uline - Flammable Storage Cabinets	2682.06
Uline - (Grounds Supplies)	185.74
Van's Shoes	350.69
Allied Universal Security Services - January 2023	2,000.00
Allied Universal Security Services (Temp. Fuel Surcharge January 2023)	111.25
ACE Hardware (January 2023)	581.31
Sturdy Oil (Fuel)	567.79
Asco Pacific (Grounds Supplies)	1705.44
CINTAS (January 2023)	980.31
Uline (Ground Supplies)	410.61
Cruzio Internet (February & March 2023)	<u>189.97</u>
	\$13,344.03

WARRANTS FOR APPROVAL FEBRUARY 14, 2023

Kevin Brejnak, CPA	10500.00
Total Compensation Systems, Inc (Full Valuation)	2700.00
Total Compensation Systems, Inc (Roll Forward Valuation)	<u>1350.00</u>
	\$ 14,550.00

5. Administrative Action (Pending Business):

- a) Land Acquisition: Chuck Allen was present. He spoke to the owner of the property next to Valley Public. The land closer to the cemetery is not for sale. Property located on Pioneer Road 40 acres is still available.

6. New Business:

- a) Rules and Regulations Governing Grave Markers/Advertisement: Rules and Regulations for grave markers was reviewed. The standard business card size of 3.5 x 2 will be allowed for headstone advertisement.
- b) Tree Pruning/Removal proposals for Pioneer Cemetery. Trustee George moved and Trustee Tanner seconded to accept the proposal from The Davey Tree Expert Company. All trustees voted aye. Motion unanimously approved.
- c) Gate proposals for Pioneer: Trustee Tanner moved and Trustee Lucas seconded to accept the proposal from Del Monte Fence Inc. All trustees voted aye. Motion unanimously approved.

7. District Manager Report:

a) Update of Monthly Activities: New exit signs at Valley Public Cemetery were installed. Received positive feedback from community members.

8. Staff and Equipment Report: Crew completed regular maintenance/repairs on all trucks.

9. Trustee Comments, Questions or Suggestions: Trustee George remind the board regarding 700 forms.

10. Topics for next meeting April 11, 2023: Solar lights for Valley Public

11. Trustee George moved and Trustee Tanner seconded to adjourn the meeting at 3:47 p.m.

Minutes Approved: _____

Board Chair or Designee

Date Approved: _____

4/11/2023

Printed Name

Of Signer: _____

STEVE GEORGE