

# 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 8, 2023 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on August 8, 2023 at 66 Marin Street, Watsonville, CA 95076.

**Chairman:** Steven A. George

**Vice-Chair:** Violet Lucas

**Trustees:** Edward Banks and Nancy Bilicich

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 except Robert Tanner were present. Nancy Bilicich was present through zoom.
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 July 11, 2023. Motion unanimously approved.
  - b) Expenses: Trustee Banks moved and Trustee Lucas seconded to approve the warrants/expenses dated July 3, 2023, July 18, 2023, and July 28, 2023.
  - c) Ledger/Bank Statement/Financial Report were reviewed for July 2023.

### WARRANTS FOR APPROVAL JULY 3, 2023

Golden State Risk Management Authority (Workers Comp. - Annual Plan)	30733.00
Golden State Risk Management Authority (General Liability - Annual Plan)	<u>15225.00</u>
	\$45,958.00

### WARRANTS FOR APPROVAL JULY 18, 2023

City of Watsonville Utilities - Watsonville Catholic	424.29
Pajaro Valley Water Management Agency- V/P (January - June 2023)	1899.55
California Department of Tax and Fee Admin. (2nd Qtr.- 2023)	2359.00
ACE Hardware (June 2023)	556.47
CINTAS (June 2023)	1111.15
Sturdy Oil Co. - Fuel	525.45
Purchase Back Burial Rights (V/P B/5 S-50)	<u>300.00</u>
	\$7,175.91

WARRANTS FOR APPROVAL JULY 28, 2023

Pontem (Annual)	715.00
Staples (Supplies)	96.55
M.A Concrete	1765.00
County of Santa Cruz DPW	220.64
PG&E (66 Marin St)	45.80
AT&T (July 2023)	92.47
Sturdy Oil (Fuel)	267.23
Ameritas Insurance (July & August 2023)	1645.72
PG&E (Valley Public)	376.63
City of Watsonville Utilities (Watsonville Catholic)	1926.56
California Tire (Equipment Services - Tire Service)	20.00
PG&E (Pioneer)	10.29
Total Compensation Systems, Inc (Roll Forward Valuation 2nd Installment)	720.00
Cruzio Internet (July & August 2023)	216.58
Bill Clark (July 2023)	<u>825.00</u>
	\$8,943.47

5. Administrative Action (Pending Business):
  - a. Land Acquisition: Deferred
6. District Manager Report:
  - a) Update of Monthly Activities: Continue preparation for Day of the Dead, November 2, 2023. Planning a Community Clean-up Day at Pioneer Cemetery with the Watsonville Buddhist Temple. Avila Electric will start working on the lights at Valley Public Cemetery.
  - b) Staff and Equipment Report: Crew still working on removing weeds at Pioneer Cemetery.
7. Closed Session: District Manager Evaluation & Crew Report  
Reconvene to Open Session at 2:44 p.m.  
No Action Taken
8. Trustee Comments, Questions or Suggestions: No trustee comments.
9. Topics for next meeting September 12, 2023: Day of the Dead
10. Trustee Lucas moved and Trustee George seconded to adjourn the meeting at 2:58 p.m.

Minutes Approved:   
Board Chair or Designee

Date Approved: 9/12/2023

Printed Name  
Of Signer: STEPHEN GEORGE