

# 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 14, 2024 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on May 14, 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 Tanner moved and Trustee George seconded to approve the minutes of April 9, 2024. Motion unanimously approved.
  - b) Expenses: Trustee George moved and Trustee Tanner seconded to approve the warrants/expenses dated April 9, 2024, April 10, 2024, and April 23, 2024.
  - c) Ledger/Bank Statement/Financial Report were reviewed for April 2024.

### WARRANTS FOR APPROVAL APRIL 9, 2024

County of Santa Cruz DPW - February 2024	152.43
Green Waste - February 2024	1350.03
Sturdy Oil (Fuel)	422.31
Home Depot - Ground Supplies - March 2024	528.34
Steve George (San Diego Conference)	<u>1,539.96</u>
	\$3,993.07

### WARRANTS FOR APPROVAL APRIL 10, 2024

Asco Pacific - Ground Supplies	375.16
PG&E (66 Marin St - March 2024	332.51
California Tire (Equipment Services - Tire Service)	20.00
AT&T (March 2024)	94.27
Ameritas Insurance (April 2024)	822.86
PG&E (Valley Public - March 2024)	55.84
City of Watsonville Utilities - Watsonville Catholic - March 2024	196.05

City of Watsonville Utilities - Pioneer -March 2024	513.96
PG&E - (Watsonville Catholic - March 2024)	10.51
PG&E (Pioneer - March 2024)	12.35
Crowne Vault - Ground Supplies	325.70
Monument Lumber	22.94
Uline - (Grounds Supplies)	77.72
Panther Protective Services - March 2024	1600.00
Crowne Vault - Ground Supplies	419.25
Asco Pacific - Ground Supplies - Grave Markers	427.85
D & G Sanitation LLC - March 2024	479.24
Bill Clark (March 2024)	450.00
River Nursery & Flower Shop (Easter Arrangements)	397.30
ACE Hardware - March 2024	403.28
Sturdy Oil (Fuel)	591.53
Streamline - April 2024	355.00
Green Waste - March 2024	1,350.03
Elizabeth Lopez - Reimbursement Supplies	<u>23.96</u>
	\$9,357.31

WARRANTS FOR APPROVAL APRIL 23, 2024

California Department of Tax and Fee Administration (1st Qtr. Tax)	2081.00
County of Santa Cruz DPW - March 2024	478.10
Cruzio Internet (May 2024)	108.38
Asco Pacific - Ground Supplies	362.10
Andres Garcia - Andy's Lawn Equipment Repair	160.00
California Tire (Equipment Services)	<u>80.00</u>
	\$3,269.58

5. Administrative Action (Pending Business): Deferred
6. New Business:
  - a) Land Acquisition Survey Proposals: The board of trustees reviewed proposals.
  - b) Budget: Fiscal Year 2024 – 2025 (Draft): The board of trustees reviewed the draft of the budget.
  - c) Burial Price List: 2024 -2025 (Draft): Trustees reviewed the burial price list for 2024-2025.
7. District Manager Report:
  - a) Update of Monthly Activities: Crew will start mowing all cemeteries for Memorial Day. The Japanese Community will have their Memorial Day at Pioneer Cemetery on Sunday May 26, 2024.
  - b) Staff and Equipment Report: Five weed wackers had to be serviced. Crew started spraying Pioneer and Valley Catholic Cemeteries.
  - c) Valley Public Lawn Maintenance: Valley Public Cemetery gets mowed every two weeks. To apply weed and feed, the cemetery will need to be closed for at least 3 days.
8. Trustee Comments, Questions or Suggestions: Chairman Lucas suggested District Manager Evaluation for June 2024.

9. Topics for next meeting June 11, 2024: Budget for 2024/2025 and Burial Price List.
10. Trustee Lucas moved and Trustee Banks seconded to adjourn the meeting at 3:50 p.m.

Minutes Approved: Robert Tanner Date Approved: 6/11/24  
Vice-Board Chair or Designee

Printed Name  
Of Signer: ROBERT TANNER