



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 13, 2024 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on August 13, 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 Tanner seconded to approve the minutes of July 9, 2024. Motion unanimously approved.
 - b) Expenses: Trustee Banks moved and Trustee George seconded to approve the warrants/expenses dated July 2, 2024, July 5, 2024, and July 29, 2024.
 - c) Ledger/Bank Statement/Financial Report were reviewed for July 2024.

WARRANTS FOR APPROVAL JULY 2, 2024

CALPERS (Unfunded Accrued Liability - Classic 905) FY: 24-25	91220.00
CALPERS (Unfunded Accrued Liability - PEPR 27418) FY: 24-25	<u>2383.00</u>
	\$93,603.00

WARRANTS FOR APPROVAL JULY 5, 2024

Golden State Risk Management Authority (Workers Comp. - Annual Plan)	38561.00
Golden State Risk Management Authority (General Liability - Annual Plan)	24128.00
Ameritas Insurance (July 2024)	822.86
Bianchi Alarm System (July - Sept. 2024)	84.00
Streamline - July 2024	355.00
Cruzio Internet (July 2024)	<u>108.38</u>
	\$64,059.24

WARRANTS FOR APPROVAL JULY 5, 2024

Kirk & Simas Law Corporation - June 2024	72.00
City of Watsonville Utilities - Pioneer - Fire Inspection	<u>184.00</u>
	\$256.00

WARRANTS FOR APPROVAL JULY 29, 2024

Pontem (Annual)	715.00
All in 2 it	1416.41
Uline - (Grounds Supplies)	<u>662.92</u>
	\$2,794.33

5. New Business:

- a) Final Budget: Fiscal Year 2023 – 2024 (Summary): The Final budget for FY 23 -24 was reviewed by the board of trustees.
- b) Pioneer Storage Shed & Equipment Proposals: Proposals for Pioneer Shed and Equipment were reviewed. Trustee Banks moved and Trustee George seconded to approve the equipment proposal. Motion unanimously approved.
- c) Cemeteries Surface Improvement Proposals: Trustee Banks moved and Trustee Tanner seconded to approve Don Chapin Co. proposal for Site#1 and Site #2. Site #3 will be on hold until retaining wall is included on proposal. Motion unanimously approved.
- d) Tree Pruning Proposals (Pioneer Cemetery): Trustee Bilicich moved and Trustee Lucas seconded to approve Community Tree Service and Lewis Tree Service proposals. Motion unanimously approved.

6. District Manager Report:

- a) Update of Monthly Activities: The district will be getting audited on August 29, 2024 for the 23-24 Fiscal Year. EVMC Landscaping completed the water spigot project and Valley Catholic Cemetery.
- b) Staff and Equipment Report: The crew started painting the water spigots at Valley Catholic and Valley Public Cemeteries.

7. Closed Session: District Manager Evaluation

Reconvene to Open Session at 3:25 p.m.
No Action Taken

8. Trustee Comments, Questions or Suggestions: No trustee comments.

9. Topics for next meeting September 10, 2024: Pioneer shed and retaining wall.

10. Trustee Lucas moved and Trustee Tanner seconded to adjourn the meeting at 3:30 p.m.

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

Date Approved: 9/10/2024

Printed Name
Of Signer: VIOLET M. LUCAS