

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 July 11, 2023 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on July 11, 2023 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Steven A. George

Vice-Chair: Violet Lucas

Trustees: Edward Banks and 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.
2. Review of Agenda: No items being pulled from the agenda or continued to another date.
3. Public comment: Agenda item 6A was moved to public comment. Eric Spencer from the California Special Districts Association was present and gave an overview and the benefits of the CSDA membership.
4. Minutes, Expenses and Financial Report:
 - a) Minutes: Trustee Bilicich moved and Trustee Lucas seconded to approve the minutes of June 13, 2023. Motion unanimously approved.
 - b) Expenses: Trustee Tanner moved and Trustee Lucas seconded to approve the warrants/expenses dated June 12, 2023, June 13, 2023, and June 30, 2023.
 - c) Ledger/Bank Statement/Financial Report were reviewed for June 2023.

WARRANTS FOR APPROVAL JUNE 12, 2023

River Nursery & Flower Shop (Memorial Day Arrangements)	397.30
CINTAS (April 2023)	911.38
Home Depot	1049.80
ACE Hardware (April & May 2023)	1267.67
Sturdy Oil Co. - Fuel	433.80
Bill Clark (May 2023)	<u>1350.00</u>
	\$5,409.95

WARRANTS FOR APPROVAL JUNE 13, 2023

California Tire (Tire Service)	56.00
Baker Supplies and Repair	385.17
Ameritas Insurance (June 2023)	905.16
Sturdy Oil Co. - Fuel	581.20

La Selva Tree Service	900.00
La Selva Tree Service	4250.00
Adept Mobile Mechanic (Equipment Services)	188.40
City of Watsonville Utilities - Watsonville Catholic	201.32
Panther Protective Services - (May 2023)	1,600.00
Total Compensation Systems, Inc (GASB 75 Valuation 1st Installment)	720.00
California Tire (Tire Service)	40.00
CINTAS (May 2023)	848.84
Pajaro Valley Lock Shop (Grounds Supplies)	51.93
C & N Tractors (Grounds Supplies)	267.86
D&G Sanitation (May 2023)	12.50
Streamline (June 2023)	300.00
Green Waste (May 2023)	1261.71
Asco Pacific (Grounds Supplies)	407.56
A.L. Lease Co. (Grounds Supplies)	60.93
Pajaro Valley Lock Shop - Lights V/P	674.96
Cruzio Internet (June 2023)	<u>97.99</u>

\$13,811.53

WARRANTS FOR APPROVAL JUNE 30, 2023

PG&E (Valley Public May & June 2023)	527.69
Sturdy Oil Co. - Fuel	391.40
PG&E (Pioneer May & June 2023)	41.03
California Tire (Tire Service)	40.00
Home Depot (June 2023)	485.79
Monument Lumber (Grounds Supplies)	106.40
Panther Protective Services - (June 2023)	1650.00
D&G Sanitation (June 2023)	<u>12.50</u>

\$3,254.81

WARRANTS FOR APPROVAL JUNE 30, 2023

Elizabeth Lopez (Reimbursement - Grounds Supplies)	<u>2168.52</u>
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\$2,168.52

WARRANTS FOR APPROVAL JUNE 30, 2023

County of Santa Cruz DPW (MAY 2023)	143.16
Green Waste (JUNE 2023)	1261.71
AGUALIGHT (OCT - MAY 2023)	116.00
Pajaro Valley Printing (Office Supplies)	240.35
Adept Mobile Mechanic (Equipment Services)	1380.29
Tri-County Landscape Supply	123.64
Bill Clark (JUNE 2023)	<u>1650.00</u>

\$4,915.15

5. Administrative Action (Pending Business):

- a. Land Acquisition: Chuck Allen was present and gave information on a property located on Lewis Rd. The property has approximately 23 acres with a tractor barn.

- b. Budget: Fiscal Year 2023 – 2024: The new fiscal year budget was updated as of July 1, 2023.
- 6. New Business:
 - a. CSDA – California Special District Association: was moved to Public Comment agenda item 3.
 - b. Avila Electric: Trustee Bilicich moved and Trustee Tanner seconded to accept the proposal from Avila Electric. All trustees voted aye. Motion unanimously approved. Four new pole light for Valley Catholic/Valley Public Cemeteries.
- 7. District Manager Report:
 - a) Update of Monthly Activities: Day of the Dead will be on Thursday November 2, 2023. Preparation has started. The Watsonville Police Cadets will help with traffic control. Porta potty for Valley Public is scheduled to be deliver on July 17, 2023.
 - b) Staff and Equipment Report: Crew started cleaning/spraying all the weeds at Pioneer Cemetery.
- 8. Trustee Comments, Questions or Suggestions: No trustee comments.
- 9. Topics for next meeting August 8, 2023: District Manager Evaluation
- 10. Trustee Bilicich moved and Trustee George seconded to adjourn the meeting at 3:23 p.m.

Minutes Approved: 
Board Chair or Designee

Date Approved: 8/8/2023

Printed Name
Of Signer: STEVEN GROULX