

Suisun Fairfield Rockville Cemetery District  
Board of Trustees Meeting  
June 13, 2016

The Board of Trustees of the Suisun Fairfield Rockville Cemetery District met in regular session on June 13, 2016 at the Rockville Cemetery.

Vice Chairman Robinson called the meeting to order at 9:00 a.m. with Vice Chairman Robinson leading the Flag Salute.

**TRUSTEES PRESENT:** Vice Chairman Robinson, Board Member Ellsworth, Board Member Engell, Board Member Little, Board Member Ashley, Board Member Bertani

**ABSENT:** Board Member Kilmer

**STAFF PRESENT:** General Manager Doris Goodrich, Assistant Tere Carlson

**OTHERS PRESENT:**

**COMMENTS FROM THE FLOOR:** None

**CONSENT CALENDAR:** Board Member Ellsworth motioned to approve the Consent Calendar as presented. Board Member Ashley seconded the motion. The motion passed with (6) Ayes (1) Absent

**UNFINISHED BUSINESS –**

**Future Projects and Development-** The remodel project will be moved from the Two Year Plan to the One Year Plan. Board Member Engell would like the Committee to start planning the continuation of the Retaining Wall at Suisun Fairfield Cemetery.

**Discuss Floor Plan for Remodel of the Rockville Office-** Board Member Ashley motioned to approve the floor plan for the Remodel contingent on the tree issues. Seconded by Board Member Engell. The motion passed with (6) Ayes (1) Absent

**NEW BUSINESS-**

**Review Audit Letter for FY 2013-14 & 2014-15 Biennial Audit -** General Manager Goodrich informed The Board that we have begun the process of the Biennial Audit for Fiscal Years 13-14 & 14-15.

**Approve Revised Organizational Chart-**Board Member Ellsworth motioned to approve the Revised Organizational Chart. Seconded by Board Member Little. The motion passed with (6) Ayes (1) Absent

**Discuss and Approve Marker Requirements-** Board Member Little motioned to approve the Marker Requirements for Rockville Cemetery Lawn Sections D & E policy 6000.B and Suisun Fairfield Cemetery Lawn Sections A, J & K policy 6000.3 Seconded by Board Member Engell. The motioned passed with (6) Ayes (1) Absent

**Discuss and Approve 2.7% COLA Increase-**Board Member Engell motioned to approve the 2.7% COLA Increase. Seconded by Board Member Ellsworth. The motion passed with (6) Ayes (1) Absent

**Discuss and Approve Fiscal Year 2016-2017 Budget-**Board Member Little motioned to approve the Fiscal Year 2016-2017 Budget. Seconded by Board Member Ellsworth. The motioned passed with (6) Ayes (1) Absent

**Discuss Public Cemetery Alliance Annual Meeting-**Board Member Ashley will attend the Public Cemetery Alliance Annual Meeting August 25-26, 2016.

**Vote for California Special Districts Association Bay Area Network Seat B-** Board Member Ashley motioned to vote for Ryan Clausnitzer for California Special Districts Association Bay Area Network Seat B. Seconded by Board Member Engell. This motion passed with (6) Ayes (1) Absent