

Suisun Fairfield Rockville Cemetery District
Board of Trustees Meeting
October 17, 2016

The Board of Trustees of the Suisun Fairfield Rockville Cemetery District met in regular session on October 17, 2016 at the Rockville Cemetery.

Chairman Kilmer called the meeting to order at 9:00 a.m. and Board member Engell lead the Board in the flag salute.

TRUSTEES PRESENT: Chairman Kilmer, Board Member Robinson, Board Member Ellsworth, Board Member Engell, Board Member Little

ABSENT: Board Member Ashley

STAFF PRESENT: General Manager Doris Goodrich, Tere Carlson

COMMENTS FROM THE FLOOR: None

CONSENT CALENDAR: Board Member Ellsworth motioned to approve the Consent Calendar as presented. Board Member Engell seconded the motion. The motion passed with (5) Ayes (1) Absent

UNFINISHED BUSINESS:

Future Projects and Development- Board member Little motioned to approved a name change for the Suisun Fairfield Rockville Cemetery District to Solano Cemetery District. Seconded by Board Member Ellsworth. The motion passed with (5) Ayes (1) Absent. The Board of Trustees discussed the advantages and disadvantages of using artificial turf at the Suisun Fairfield and Rockville Cemeteries and Chairman Kilmer would like to move forward with the design of drought resistant landscaping by spring 2017. The Board also discussed the Train Station Project; General Manager Goodrich stated she has a surveyor. The Board will proceed with the completion of the retaining wall at Suisun Fairfield Cemetery and the cost of road repair at Suisun Fairfield Cemetery. Chairman Kilmer discussed moving forward with plans for a new Columbarium with a garden area for the Rockville Cemetery. Maintenance Supervisor Dooley mentioned he will be selling the red truck.

NEW BUSINESS:

President's Special Acknowledgement Award- General Manager reported to the Board of Trustees the President's Special Acknowledgement Award for no "paid" claims during the prior five consecutive program years in the Property/Liability Program through SDRMA.

Suisun Fairfield Cemetery Mapping and Record Research Project-General Manager Goodrich presented a timeline of 2.5 years to complete the mapping in the IOOF, F & AM, Methodist and Bryan Sections at the Suisun Fairfield Cemetery. Chairman Kilmer requests Craig Bryan owner of the Bryan Section, be notified to update his maps in the Bryan Section within six months.

Discuss Saturday Funerals-Chairman Kilmer discussed the possibility of changing the District hours from Monday through Friday to Tuesday through Saturday.

Review District By-Laws and General Board Policies #1000, #1010, #1011, #1020-Chairman Kilmer requested the By-Laws be updated. The term 'Operation Manager' will be removed from Policies and By-Laws. Policy1010.2 should now state 'majority of the seated Trustees'.

COMMITTEE REPORTS:

Finance Committee – None

Building and Projects Committee-Board member Robinson stated the columns at the Baby Columbarium are now installed and he would like the decorations removed. The metal building is being prepared for enclosure at Rockville Cemetery. The Building and Projects Committee will be meeting with the architect on October 20th.

STAFF REPORTS – Maintenance Supervisor Dooley reported that he received two estimates for the removal of (21) Eucalyptus trees at the Suisun Fairfield Cemetery. The tree removal will be added to the five year plan. General Manager Goodrich enjoyed the educational sessions that she attended at the CAPC conference. General Manager Goodrich reported that she contacted LAFCO to request the current square miles and acres of the district boundary area. The current GIS layer report indicated the 186 square miles from the 2012 report had increased with the annexation a few years ago to 279 square miles. The area in acres increased from 120,000 acres to 178,000.

TRUSTEE REPORTS –Board members Little and Ellsworth enjoyed the CAPC conference. Board member Robinson reported on the CAPC conference. A copy of his report is filed with the minutes in the District office. Chairman Kilmer reported Sandra Wheeler from Wells Fargo Advisors hosted a luncheon for her clients to discuss investment accounts.

The next Board Meeting is scheduled at 9:00 am on November 14, 2016 at the Suisun Fairfield Cemetery.

With no further action Chairman Kilmer adjourned the meeting at 10:54 a.m.

Respectfully Submitted,

Mary Ellsworth, Secretary
By Tere Carlson