

Solano Cemetery District
Board of Trustees Meeting
Dec. 13, 2021

The Board of Trustees of the Solano Cemetery District met in regular session on December 13, 2021, at the Rockville Cemetery.

1. **CALL TO ORDER** – Chairman Kilmer called the meeting to order at 9:08 a.m.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG** – Chairman Kilmer led the flag salute.
3. **ROLL CALL: TRUSTEES PRESENT:** Chairman Kilmer, Boardmembers Robinson, and Falati
Vice Chairman Engell-Absent, Boardmember Jones-Absent
STAFF PRESENT: Office Assistant Carlson
General Manager Love-Absent
4. **PUBLIC COMMENT** – Warren Atkins Young commented that the flowers and extra vases that he and other family members placed on his daughter’s grave are being removed too soon and he would like for them to stay on the grave as long as they still look nice.
5. **CONSENT CALENDAR** A. Approval of November 8th, 2021 Regular Meeting Minutes; B. Approval of November 2021 Revenue and Expense Report; A motion was made by Boardmember Falati, seconded by Boardmember Robinson approving the Consent Calendar as received. The motion passed unanimously.
6. **NEW BUSINESS**
 - A. Erik Lees – Presented final findings/recommendations of suitability study – Erik Lees presented his final findings via Zoom. Erik reported that there are approximately 17.5 acres of useable area which would accommodate 8,700 traditional graves. Erik stated the life span of the cemetery would be 35 years based on 250 burials per year. Erik Lees recommended that the District obtain further confirmation that the ground water level will not complicate or limit interments. Erik Lees recommended that the District take ownership of the entire parcel adjacent to the One Lake development.
 - B. Approve Appropriation Transfer for French Drain – A motion was made by Boardmember Falati to approve the appropriation transfer in the amount of \$10,525.72, seconded by Boardmember Robinson. The Motion passed unanimously.
 - C. Approve Appropriation Transfer for Employee Recognition – A motion was made by Boardmember Falati, seconded by Boardmember Robinson to approve the appropriation transfer in the amount of \$3,000.00. The motion passed unanimously.
 - D. Approve the transfer of invested funds from the County to Stifel – A motion was made by Boardmember Falati, Seconded by Boardmember Robinson. The motion passed unanimously.
 - E. CAPC Conference attendees – No Action
7. **UNFINISHED BUSINESS**
 - A. Name the new cemetery – No Action
 - B. Future Projects and Development
 1. One to Five Year Project Plans – Chairman Kilmer stated that the reception hall at Rockville Cemetery needs to have a sound system and television monitors installed. Boardmember Robinson commented that the re-sealing of the parking lot of the new administration building might be under warranty.
 2. Erik Lees & Associates – Suitability Study for Future Cemetery Land

8. COMMITTEE REPORTS

- A. Finance Committee – None
- B. Building and Projects Committee – None

9. STAFF REPORTS – None

10. TRUSTEE REPORT – Boardmember Falati stated that the District should send Boardmember Jones a get well card. Boardmember Falati expressed concern over the safety of the staff. Chairman Kilmer said that he would follow up with Svea about getting a buzzer installed on the front door and also possibly installing a glass enclosure for the reception desk at the new administration building at Rockville Cemetery.

11. ADJOURNMENT -

The meeting adjourned at 10:10 a.m. The next meeting will be January 10, 2022 at 9 a.m.

Respectfully submitted

James Robinson, Secretary
By Dolores Hernandez