

Solano Cemetery District
Board of Trustees
Special Meeting
February 11, 2021

The Board of Trustees of the Solano Cemetery District met in a special meeting on February 11, 2021 at the Rockville Cemetery.

1. **CALL TO ORDER** - Chairman Earl Kilmer called the meeting to order at 9:30 a.m.
2. **ROLL CALL: TRUSTEES PRESENT:** Chairman Kilmer, Boardmembers Ellsworth, Engell, Robinson, Little. Staff present: General Manager Doris Goodrich, Administrative Assistant Dolores Hernandez.
3. **PUBLIC COMMENT** - None
4. Approve Agreement with Solano County Counsel for Legal Services – A motion was made by Boardmember Ellsworth, seconded by Boardmember Engell approving the agreement with Solano County Counsel for legal services. The motion passed unanimously.
5. Walk Through the New Administration Building – Boardmembers, Staff, Architect Rob Henley and Swank Construction Onsite Supervisor Kimo Oreta walked the exterior and the interior of the New Administration Building noting items needing attention including but not limited to: Exterior – gaps between the beams and the columns; cracked beams needing to be filled, sanded and painted; touch up paint in various areas; trim rings on recessed lighting fixtures do not completely cover hole. Interior – cabinets under insets in entryway need to be more aesthetically pleasing; lighting in entryway and men’s bathroom do not turn on automatically; tile in bathrooms are not flush in some areas; carpet squares need to be glued down in some areas; baseboards appear pieced together in some areas; touch up paint in various areas. General Manager Goodrich reported that delivery of office furniture needs to be scheduled.

6. Adjournment

The meeting adjourned at 10:48 a.m.

Respectfully submitted

James Robinson, Secretary
By Dolores Hernandez