

Solano Cemetery District
Board of Trustees Meeting
May 10, 2021

The Board of Trustees of the Solano Cemetery District met in regular session on May 10, 2021, at the Rockville Cemetery.

1. **CALL TO ORDER** – Chairman Kilmer called the meeting to order at 9:00 a.m.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG** - Boardmember Falati led the flag salute.
3. **ROLL CALL: TRUSTEES PRESENT:** Chairman Kilmer, Vice Chairman Engell, Boardmembers Robinson, Jones, Falati

STAFF PRESENT: General Manager Goodrich, Administrative Assistant Hernandez
4. **PUBLIC COMMENT** – None
5. **CONSENT CALENDAR** A. Approval of April 12, 2021 Meeting Minutes; B. Approval of April 2021 Revenue and Expense Report; A motion was made by Vice Chairman Engell seconded by Boardmember Robinson approving the Consent Calendar as received. The motion passed with (4) Ayes. (1) Abstention: Boardmember Falati was not present at the April 12, 2021 meeting.
6. **NEW BUSINESS** - None
7. **UNFINISHED BUSINESS**
 - A. Dwight Bowerman representing the Church of Christ presented an update on Gutter Options for the Stone Chapel and reported on Improvements to the Chapel Grounds. – Mr. Bowerman reported that he contacted Elissa Decaro at Solano Historical Society regarding the proposed rain gutters for the Rockville Stone Chapel and the impact they would have on its historical status (see report). Chairman Kilmer stated that the finance committee will consider including the proposal for the rain gutters in the 2021/2022 budget.
 - B. Future Projects and Development
 1. One to Five Year Project Plans – General Manager Goodrich reported that she is meeting with Lee of Lees & Associates regarding the geotechnical report for the Main Prairie Cemetery. There were no revisions to the One to Five Year Plan.
 2. New Office Building – New Administration Building is nearing completion. Boardmember Robinson explained the issues that were delaying Solano County’s final approval of the New Administration Building at the Rockville Cemetery. General Manager Goodrich stated that she had picked up the Occupancy Permit however there are still incomplete punch list items.
8. **COMMITTEE REPORTS**
 - A. Finance Committee – Chairman Kilmer stated that he will be meeting with Boardmember Jones and General Manager Goodrich in May to discuss the 2021-2022 budget.
 - B. Building and Projects Committee – General Manager Goodrich reported that she is requesting bids for the automatic gates. Chairman Kilmer stated that a rolling gate would be less maintenance than a swing gate because of the size that is needed. Boardmember Engell stated that electrical should be pulled for both gates at the same time as the trench is dug to lay the track for the fence. General Manager Goodrich stated that the rolling gates would be phase II of the continuation of the fence at the Rockville Cemetery.

C. Personnel Committee – General Manager Goodrich stated that she signed the agreement with Regional Government Services for the recruitment of the General Manager position for the District. Boardmember Robinson stated that they are working with Kay at Regional Government Services. Chairman Kilmer asked that the Personnel Committee follow up with Regional Government Services regularly to expedite the recruitment of a new General Manager for the District.

9. **STAFF REPORTS** – General Manager Goodrich reported that maintenance has been performed on the riding mowers at the Suisun Fairfield Cemetery and maintenance is scheduled for the backhoes at the Rockville Cemetery.

10. **TRUSTEE REPORT** – Boardmember Falati asked for a status report on the Kalis family Disinterment. General Manager Goodrich stated that the Kalis family is deciding whether they want to move forward with the disinterment or not.

11. **ADJOURNMENT**

The meeting adjourned at 9:45 a.m. The next meeting will be June 7, 2021.

Respectfully submitted

James Robinson, Secretary
By Dolores Hernandez