

Solano Cemetery District  
Board of Trustees Meeting  
June 7, 2021

The Board of Trustees of the Solano Cemetery District met in regular session on June 7, 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 May 10, 2021 Meeting Minutes; B. Approval of April 2021 Revenue and Expense Report; C. Review Stifel Endowment Care and Reserve Investment Accounts; A motion was made by Boardmember Falati seconded by Vice Chairman Engell approving the Consent Calendar as received. The motion passed unanimously.
6. **NEW BUSINESS**
  - A. Approval of 2021-2022 Fiscal Year Preliminary Budget – General Manager Goodrich explained the Summary of Budget Changes which included a 3% cost of living increase. There was a decrease in the overall Budget due to the completion of major projects. Chairman Kilmer suggested the fee schedule be re-evaluated annually to ensure that the fees charged are covering the costs of the services being provided. A motion was made by Boardmember Falati seconded by Vice Chairman Engell. The motion passed unanimously.
  - B. Approval of Expenditure in the amount of \$20,950.00 for Hines Custom Fence & Iron Proposal to build and install (2) Gates/Operators at the New Administration Building. A motion was made by Boardmember Falati seconded by Boardmember Jones. The motion passed unanimously.
  - C. Consent for Gary Falati to Run for Election to the California Association of Public Cemeteries 2022 Board of Directors – No Action
7. **UNFINISHED BUSINESS**
  - A. Future Projects and Development
    1. One to Five Year Project Plans – Chairman Kilmer stated that due to the ongoing drought and increase in the cost of water, the District needs to look into more drought tolerant landscaping and or artificial turf for its existing cemeteries and the future Main Prairie Cemetery. There were no revisions to the One to Five Year Plan.
    2. New Office Building – General Manager Goodrich informed the Board of the status of the move to the New Administration Building. Minor punch list items are still pending.
8. **COMMITTEE REPORTS**
  - A. Finance Committee – Chairman Kilmer stated that the Board had approved the 2021-2022 Fiscal Year Preliminary Budget.
  - B. Building and Projects Committee – Chairman Kilmer stated that the Building and Projects Committee will be working with General Manager Goodrich and Lees & Associates to convey the vision for Main Prairie Cemetery and the needs of the District.

C. Personnel Committee – Boardmember Robinson reported that he and Boardmember Falati had two Zoom meetings with Kay at Regional Government Services for the recruitment of the General Manager position for the District. Regional Government Services has posted the job opening on the California Special Districts Association website, LinkedIn and on the Regional Government Services website. Chairman Kilmer suggested that the District post the job opening on the District website with a link to Regional Government Services. The deadline for applications is June 24, 2021.

9. **STAFF REPORTS** – General Manager Goodrich stated that the battery powered automatic gate at the Suisun Fairfield Cemetery needs a 112 volt panel installed to transition to an electronic gate operating system.

10. **TRUSTEE REPORT** – None

11. **ADJOURNMENT**

The meeting adjourned at 10:27 a.m. The next meeting will be July 12, 2021.

Respectfully submitted

James Robinson, Secretary  
By Dolores Hernandez