

Solano Cemetery District  
Board of Trustees Meeting  
July 14, 2020

The Board of Trustees of the Solano Cemetery District met in regular session on July 14, 2020, at the Rockville Cemetery.

1. **CALL TO ORDER** - Vice Chairman called the meeting to order at 9:00 a.m.
2. **ROLL CALL: TRUSTEES PRESENT:** Vice Chairman **Robinson**, Boardmembers Ellsworth, Engell, Little. **Chair Kilmer Absent/Excused.**  
**ABSENT:** Excused, Chairman Kilmer  
**STAFF PRESENT:** General Manager Goodrich
3. **PLEDGE OF ALEGIANCE TO THE FLAG** - Vice Chairman Robinson led the flagsalute.
4. **PUBLIC COMMENT** - None
5. **CONSENT CALENDAR** A. Approval of June 8, 2020 Meeting Minutes; B. Approval of June 2020 Revenue and Expense Report. A motion was made by Boardmember Little, seconded by Boardmember Engell approving the Consent Calendar as received. The motion passed unanimously, Chair Kilmer absent/excused.
6. **NEW BUSINESS**  
A. Approve FY 2020-2021 Budget - General Manager Goodrich presented the 2020-2021 budget and reviewed the summary of budget changes: Revenue: Total Increase in Revenue \$156,264.27; Expenses: Salaries and Benefits (\$51,879.78); Services and Supplies: \$41,157.07. Construction Cost - Administration Building \$222,830.00 increase, total \$2,539,271.59. Jacobson Truckster XL \$13,000; Dump Truck \$60,000.00. The complete Summary of Budget Changes is attached. She and Chairman Kilmer discussed the current reduction in staffing and the anticipated retirement of Josephine Guerrero at Suisun Fairfield, and recommend an additional one percent salary increase to the grounds workers and hiring a part time person for Ms. Guerrero's position. General Manager Goodrich also reported that there has been an increase in overtime to handle the work load; and an increase in retirement costs, which is beyond our control but we have a "cushion." A motion was made by Boardmember Engell, seconded by Boardmember Ellsworth accepting and approving the FY 2020-2021 budget as received. The motion passed unanimously. Chairman Kilmer absent/excused.
7. **UNFINISHED BUSINESS**  
A. Future Projects and Development
  1. One to Five Year Project Plans - General Manager Goodrich reported that she made the **changes to the Future Development and Projects plan as approved at the June meeting. It was agreed to move "Preliminary drawings for 35 Acres Adjacent to the One Lake Development in the Train Station Pacific Plan to the five year plan; and moving Secure Rockville cemetery Property and Office Building to include wrought iron fencing, stone pillars and dusk to sunrise policy to the two-year plan.**
  2. New Office Building- No report.
8. **COMMITTEE REPORTS**
  1. Finance Committee - Boardmember Little thanked General Manager Goodrich for the excellent job she did on the budget.
  2. Building and Projects Committee - No report.
9. **STAFF REPORTS**  
General Manager Goodrich reported that there are people coming into the Cemetery every night **through the walk in gate.** She invited the Boardmembers to a site walk of the new building after the meeting adjourns. She stated that Pamela Anderson, local Artist and whose family was one of **the founding members of the Stone Chapel,** asked if we were interested in art work for the new building. General Manager Goodrich told her the District had a budget and probably would not be able to afford art but would be glad to take a donation.

**10. TRUSTEE REPORTS - None**

**11. ADJOURNMENT**

The meeting adjourned at 9:53 a.m. The next meeting will be held on August 10, 2020, at Rockville Cemetery.

Respectfully submitted,

Mary Ellsworth  
Secretary