

Suisun Fairfield Rockville Cemetery District  
Board of Trustees Meeting  
August 8, 2016

The Board of Trustees of the Suisun Fairfield Rockville Cemetery District met in regular session on August 8, 2016 at the Rockville Cemetery.

Chairman Kilmer called the meeting to order at 9:00 a.m. and lead the Board in the flag salute.

**TRUSTEES PRESENT:** Chairman Kilmer, Vice Chairman Robinson, Board Member Ellsworth, Board Member Engell, Board Member Little,

**ABSENT:** Board Member Ashley, excused absent

**STAFF PRESENT:** General Manager Doris Goodrich

**COMMENTS FROM THE FLOOR:** None

**CONSENT CALENDAR:** Board Member Ellsworth motioned to approve the Consent Calendar as presented. Board Member Robinson seconded the motion. The motion passed with (5) Ayes (1) Absent

**UNFINISHED BUSINESS –**

**Future Projects and Development-** Board Members will look at the fenced in pump area in Lawn E to discuss options to enhance the area with landscaping and a decorative barrier near the grave sites.

The Building and Projects Committee will obtain pricing for a shed or building for storage of equipment and lawn care supplies.

Board Members discussed the option of using the remodel plans to build a new office building. The Board will research a new location for the building.

**NEW BUSINESS-**

**Discuss Security at District Cemeteries –** General Manager Goodrich reported on the burglary at Rockville Cemetery. The new security cameras captured the robbery in action. The Cemetery Staff provided the Deputy Sheriff with a copy of the video and a photo of the thief and his vehicle to use for their investigation. The Maintenance Supervisor Sean Dooley happened to recognize the suspect driving on the freeway and was able to obtain the license number of the vehicle. The license number was reported to the Deputy Sheriff who is handling the investigation. Chairman Kilmer requested the Building Committee to expedite the construction of an extension to the metal storage building to secure the equipment and prevent another theft. The Committee will obtain pricing for the building extension for the next meeting.

**COMMITTEE REPORTS:**

**Finance Committee –** None

**Building and Projects Committee-** Board Member Robinson reported that the committee had not been able to get in contact with the Architect. They will try again next week and inquire if he is still interested in working with the District. It was the consensus of the Board to contact the other Architect who bid for the Rockville office project to see if he is interested in working with the District. There was further discussion on moving forward with the future plans to build a new office building. The committee will research a central location on the cemetery property to build a new office building.

**STAFF REPORTS –** General Manager Goodrich reported that she contacted CalPERS to pay the lump sum payment for the unfunded liability. The actuarial financial officer informed her that there was no amount due and the percentage rate will remain the same as last year. The hotel rooms are reserved for the CAPC Meeting in South Lake Tahoe. GM Goodrich reported that there have been two massive water line breaks in the Masonic Section of the Suisun Fairfield Cemetery. GM Goodrich reported that a family informed the staff at the Suisun Fairfield Cemetery that a large tree branch broke off one of the Eucalyptus trees and fell into the road. Their car ran over the branch but there were no

injuries. They requested the cemetery to cut the branches to prevent an injury to individuals who may be walking or driving by on the street. The board directed the GM to contact the City of Fairfield to inquire if the city is responsible to maintain the trees. GM Goodrich reported that one of the Cemetery Workers, Ricky Humphrey's last day with the District is August 31<sup>st</sup>. A new employee John Nelson was hired for the Maintenance Worker/Equipment Operator position. Pacific Landscaping has been mowing the old section for a month and doing a great job so far.

**TRUSTEE REPORT-** Board Member Robinson informed the board that he will not be in town to attend the September 12<sup>th</sup> meeting. Chairman Kilmer reported that he will also be out of town on September 12<sup>th</sup>.

It was the consensus of the Board to move the meeting to September 19<sup>th</sup> to ensure there is a quorum in attendance. The next meeting will be held at the Suisun Fairfield Cemetery at 9:00 a.m.

With no further action Chairman Kilmer adjourned the meeting at 10:23 a.m.

Respectfully Submitted,

Mary Ellsworth, Secretary  
By Doris Goodrich