

Suisun Fairfield Rockville Cemetery District
Board of Trustees Meeting
September 19, 2016

The Board of Trustees of the Suisun Fairfield Rockville Cemetery District met in regular session on September 19, 2016 at the Suisun Fairfield 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, Board Member Ellsworth, Board Member Engell, Board Member Little, Board Member Ashley

ABSENT: Vice Chairman Robinson, excused absent

STAFF PRESENT: General Manager Doris Goodrich, Tere Carlson

COMMENTS FROM THE FLOOR: None

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

NEW BUSINESS-

Phone Meeting and Discussion with Jeff Goldstein, Financial Advisor, RBC Wealth Management and Greg Morrell, Belle Haven Bond Manager – Jeff Goldstein introduced RBC and SB Wealth Strategies. Greg Morrell gave a brief presentation of the Belle Haven Investment. It was the consensus of the Board to submit the Reserve and Endowment Care investment statements to RBC Wealth Management for analysis and comparison.

Approval of Purchase and Installation of Partition Wall and Rollup Door to Enclose the Metal Equipment Storage Building at Rockville Cemetery – Board Member Little motioned to approve Jim Garton’s bid to install the Partition Wall and the Roll up Door to enclose the Metal Equipment Storage Building at the Rockville Cemetery. Seconded by Board Member Ashley. The motion passed with (5) Ayes (1) Absent

Approval of Solano Shade Tree Proposal for Tree Maintenance at Rockville Cemetery – Board Member Ashley motioned to approve the bid for Solano Shade Tree to remove the dead oak tree at Rockville Cemetery. Seconded by Board Member Engell. The motion passed with (5) Ayes (1) Absent

Approval of Purchase and Installation of a Redwood Fence in Lawn Section E at Rockville Cemetery – This item will be tabled for discussion at a future meeting.

Approval of Purchase of Truckster XD Utility Vehicle for Suisun Fairfield Cemetery-Board Member Little motioned to approve the purchase of the Truckster XD Utility Vehicle for \$24,149.44. Seconded by Board Member Engell. The motion passed with (5) Ayes (1) Absent

Approval of Purchase of a (6) Passenger Golf Cart for Rockville Cemetery –Board Member Ashley motioned to approve an appropriation fund transfer to the appropriate account in the amount of \$13,932.00 for the purchase of the (6) Passenger Golf Cart for Rockville Cemetery. Seconded by Board Member Engell. The motion passed with (5) Ayes (1) Absent

Approval of A2R Architects Proposal and Agreement for Rockville Building Project –Board Member Engell motioned to approve A2R Architects Proposal and Agreement for the Rockville Building Project. Seconded by Board Member Ashley. The motioned passed with (5) Ayes (1) Absent.

UNFINISHED BUSINESS:

Future Projects and Development- It was the consensus of the Board to Enclose the Metal Equipment Storage Building at Rockville Cemetery and to add it to the (1) Year Project Plan.

Napa Marble and Granite will be placing (2) granite columns for vases, next to the Baby Niches at the Suisun Fairfield Cemetery within the next few weeks.

CLOSED SESSION-The meeting adjourned into closed session at 10:02 a.m.

Reconvene to Open Session- The meeting reconvened to open session at 10:25 a.m. Chairman Kilmer reported that the board conferred with legal counsel, Bernadette Curry regarding the existing litigation with the Fairfield Masonic Temple. The board will move forward with the litigation.

COMMITTEE REPORTS:

Finance Committee – None

Building and Projects Committee-None

STAFF REPORTS – General Manager Goodrich stated the two new employees are doing a great job. The new employees are cross training at both the Suisun Fairfield and the Rockville Cemeteries. Board Member Engell motioned to approve a \$500.00 Time and Service Award to Employee Ricky Humphrey for almost 20 years of service. Seconded by Board Member Ashley. The motion passed with (5) Ayes (1) Absent

TRUSTEE REPORTS –Chairman Kilmer is very pleased with Maintenance Supervisor Dooley’s work and commented the grounds are looking great. Chairman Kilmer would like a monthly update report from General Manager Goodrich on the Suisun Fairfield Cemetery maps along with a timeline.

Board Member Ruthe Ashley and Maintenance Supervisor Sean Dooley attended the Public Cemetery Alliance Meeting August 25-26 in Rancho Cordova. The conference was informative and they learned about drought measures and voted for the Board of Directors.

Chairman Kilmer suggested the District change work schedules to Tuesday through Saturday to provide a crew for Saturday funerals.

The next Board Meeting is scheduled at 9:00 am on October 17, 2016 at the Rockville Cemetery.

With no further action Chairman Kilmer adjourned the meeting at 10:46 a.m.

Respectfully Submitted,

Mary Ellsworth, Secretary
By Tere Carlson