

Solano Cemetery District  
Board of Trustees Meeting  
September 25, 2017

The Board of Trustees of the Solano Cemetery District met in special meeting, on September 25, 2017 at the Rockville Cemetery. The meeting was called to order by Chairman Kilmer at 9:20 a.m.

1. **CALL TO ORDER** - Chairman Kilmer, Vice Chairman Robinson Board Members Ellsworth, Engell, Little. Staff present: General Manager Doris Goodrich. ABSENT: Boardmember Ashley.
2. **DISCUSS RENT AND TERMS OF LEASE WITH JIM PARR** - Chairman Kilmer reported that at the present time the total annual rent for the district property at 4285 Suisun Valley Road, Fairfield, is \$17,950.00. The monthly rent is \$1,000. He explained portions of the lease and noted that the lease does not include a clause for rent increases. Board Member Engell stated that there is a person at Mankas Corner who is interested in the building for his property. This would eliminate demolition costs which would be a cost savings to the District.  
  
Chairman Kilmer stated that if we increase the length of the lease which is being requested by Mr. Parr, this would open the lease for a rent increase; at such time we need to raise the rent according to the CPI (Consumer Price Index) It was agreed that we would determine the value of the demolition and what that will save the District. We should charge \$100.00 for the sale of the metal building. Vice Chairman Robinson and Board Member Engell will discuss this with Rob of A2R Architects. This matter will be brought back to the Board at the regular meeting on October 16, 2017.
3. **DISCUSS MANAGER'S SALARY**- A motion was made by Board Member Ellsworth, seconded by Board Member Little to increase the General Manager's salary to \$52.00 an hour/\$108,000 a year. The motion passed unanimously.
4. **UPDATE ON LITIGATION**- Chairman Kilmer announced that a tentative settlement offer has been made for the Masonic litigation.
5. **ADJOURNMENT**- There being no further business the meeting adjourned at 9:56 a.m. The next meeting will be held on October 16, 2017.

Respectfully Submitted,

Mary Ellsworth  
Secretary