

Solano Cemetery District
Board of Trustees Meeting
May 8, 2023

The Board of Trustees of the Solano Cemetery District met in regular session on May 8, 2023, at the Rockville Cemetery.

1. **CALL TO ORDER** – Chairman Engell called the meeting to order at 9:00 a.m.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG** – Vice Chairman Jones led the flag salute.
3. **ROLL CALL: TRUSTEES PRESENT:** Chairman Engell, Boardmembers Robinson, Falati, Dodini and Jones.
STAFF PRESENT: General Manager Hernandez, Administrative Assistant Rita Torres
PUBLIC PRESENT: None
4. **PUBLIC COMMENT** – None
5. **CONSENT CALENDAR** A. Approval of April 17, 2023 Regular Meeting Minutes; B. Approval of April 2023 Revenue and Expense Report. A motion was made by Boardmember Dodini, seconded by Boardmember Robinson approving the Consent Calendar as received. The motion passed unanimously.
6. **NEW BUSINESS:**
 - A. Presentation of Fiscal Year 2021-2022 Audit Report by Larry Bain, CPA – No Action
 - B. Review Western Sign Co. Estimate for Vinyl Lettering on Front Door of Rockville Administration Building – A motion was made by Boardmember Falati, seconded by Vice Chairman Jones approving the estimate from Western Sign Co. The motion passed unanimously.
7. **Unfinished Business**
 - A. Future Projects and Development
 1. One to Five Year Project Plans – Boardmember Robinson stated that the District should have information available to staff and the public regarding the new cemetery as well as signage at the site of the Solano Memorial Cemetery.
 2. Update on City of Fairfield’s pass through payment for CFD (Community Facilities District(s)) contributions for The Train Station Specific Plan Annexations – General Manager Hernandez reported that the District has received CFD pass through payments from City of Fairfield in the amount of \$850.33 for Fiscal Year 2020-2021 and \$5,498.37 for FY 2021-2022.
8. **Committee Reports**
 - A. Finance Committee – Boardmember Falati stated that the Budget Committee will be meeting following the Board Meeting.
 - B. Building and Projects Committee – None
9. **Staff Reports** – General Manager Hernandez reported that she had spoken with the Cemetery Lead regarding the possibility of installing artificial turf and they expressed concern over the gopher activity and how the artificial turf would hold up. General Manager Hernandez also spoke with the Family Services Coordinator to see if there were any fully occupied gravesites in the Old Section of the Cemetery that artificial turf could be installed in. The Family Services Coordinator stated that the plots in the Old Section are large and almost always can accommodate another cremation therefore installing artificial turf would not be ideal.
10. **Trustee Report** – Boardmember Falati inquired about the status of the New Columbarium sales. General Manager Hernandez reported that as soon as the Columbarium is complete, staff will begin selling the niches.

14. Adjournment – The meeting adjourned at 9:55 a.m.

Respectfully submitted

James Robinson, Secretary
By Rita Torres