

Solano Cemetery District  
Board of Trustees Meeting  
August 14, 2023

The Board of Trustees of the Solano Cemetery District met in regular session on August 14, 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** – Boardmember Falati led the flag salute.
3. **ROLL CALL: TRUSTEES PRESENT:** Chairman Engell, Vice Chairman Jones, Boardmembers Robinson, Dodini and Falati.

**STAFF PRESENT:** General Manager Hernandez, Administrative Assistant Rita Torres

**PUBLIC PRESENT:** Dwight Bowerman

4. **PUBLIC COMMENT** – Dwight Bowerman commented on the door locks and the ceiling fans in the Stone Chapel.
5. **CONSENT CALENDAR** A. Approval of July 10, 2023 Regular Meeting Minutes; B. Approval of July 2023 Revenue and Expense Report. A motion was made by Boardmember Dodini, seconded by Boardmember Falati approving the Consent Calendar with corrections to the date and location. The motion passed 5-0.

**6. NEW BUSINESS**

A. Review and Approve Quotes from Keller Engineering for Paving Work at Rockville Cemetery – A motion was made by Boardmember Dodini, seconded by Boardmember Falati to approve quotes from Keller Engineering for paving work at Rockville Cemetery. The motion passed 5-0

B. Review and Approve Quotes from Valley Tree Service and Gastelum Tree & Landscape Service for Tree Maintenance and Tree Removal – A motion was made by Boardmember Robinson, seconded by Boardmember Dodini to approve the quote from Gastelum Tree & Landscape Service for tree maintenance and tree removal. The motion passed 5-0.

C. Approval of Derrick Lum of Garton Tractor to Complete Application for the Carl Moyer Grant Program (Bay Area Air Quality Management District) to Purchase Backhoe(s) – A motion was made by Boardmember Falati, seconded by Boardmember Dodini to approve Derrick Lum of Garton Tractor to complete the application for the Carl Moyer Grant Program (Bay Area Air Quality Management District) to purchase backhoe(s). The motion passed 5-0

D. Review and Approve Policy #2015 – Uniform Policy – A motion was made by Boardmember Falati, seconded by Boardmember Dodini to approve Uniform Policy #2015. The motion passed 5-0

E. Rockville Cemetery to Participate as a Host Site for CSDA’s Annual Capitol Legislative Tour - General Manager Hernandez reported that Carol Griese from California Association of Public Cemeteries recommended Solano Cemetery District as a Host Site for the California Special District Association’s Capitol Legislative Tour on September 27<sup>th</sup>. – No Action

**7. Unfinished Business**

- A. Approval of 2023-24 Fiscal Year Budget – A motion was made by Boardmember Dodini, Seconded by Boardmember Robinson to approve the 2023-24 Fiscal Year Budget. The motion passed 5-0
- B. Confirm who will be attending the California Association of Public Cemeteries Annual Education Seminar Oct. 5, 2023 – Oct. 7, 2023 – No Action
- C. Future Projects and Development
  1. One to Five Year Project Plans – No Action

**8. Committee Reports**

A. Finance Committee – None

B. Building and Projects Committee –

**9. Staff Reports** – General Manager Hernandez reported that our grounds crew is taking over maintenance of Lawn C from Landcare which is saving the District \$1,350.00 per month. General Manager Hernandez also gave an update on the status of the roofing quote for the Stone Barn.

**10. Trustee Report** – None

**14. Adjournment** – The meeting adjourned at 10:37 a.m.

Respectfully submitted

James Robinson, Secretary

By Rita Torres