

Solano Cemetery District  
Board of Trustees Meeting  
July 11, 2022

The Board of Trustees of the Solano Cemetery District met in regular session on July 11, 2022, 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 and Falati. Boardmember Dodini-Absent  
**STAFF PRESENT:** General Manager Love, Administrative Assistant Hernandez  
**PUBLIC PRESENT:** Dwight Bowerman
4. **PUBLIC COMMENT** – Dwight Bowerman stated that the Church of Christ is going to clean the gutters on the old office and do some minor painting as well as paint non-skid material at the Stone Chapel to prepare for winter.
5. **CONSENT CALENDAR** A. Approval of June 13th 2022 Regular Meeting Minutes; B. Approval of June 2022 Revenue and Expense Report; Review of Stifel Investments: Endowment Care Income Fund and Reserve Fund; Review of Final FY 2021-2022 Reports: Budget Monthly Status, Trial Balance, General Ledger. A motion was made by Vice Chairman Jones, seconded by Boardmember Falati approving the Consent Calendar as received. The motion passed unanimously.
6. **NEW BUSINESS**
  - A. Approve COLA Increase for Solano Cemetery District Employees – General Manager Love requested that the Board approve a 4 percent cost of living increase for Solano Cemetery District Employees. A Motion was made by Boardmember Falati, seconded by Boardmember Robinson. The motion passed unanimously.
  - B. Approve Position of Family Service Coordinator – A motion was made by Boardmember Falati, seconded by Boardmember Jones. The motion passed unanimously.
  - C. Approve Position of Cemetery Lead – A motion was made by Boardmember Falati, seconded by Boardmember Robinson. The passed unanimously.
  - D. Review Quote for Roadwork – Roadwork quote from Keller Engineering was reviewed. A motion was made by Boardmember Falati, seconded by Boardmember Jones. The motion passed unanimously.
  - E. Review Quote for Expanding Fencing around the Tractor Shed – Fencing quote from Morgan Fence was reviewed. A motion was made by Boardmember Falati, seconded by Boardmember Robinson. The motion passed unanimously.
  - F. Review Quote for increasing Landcare Areas of Service – Landscaping quote from Landcare was reviewed. A motion was made by Vice Chairman Jones, seconded by Boardmember Falati. The motion passed unanimously.
  - G. Approve 2022-2023 Fiscal Year Final Budget – A motion was made by Boardmember Robinson, seconded by Vice Chairman Jones. The motion passed unanimously.
7. **UNFINISHED BUSINESS**
  - A. Future Projects and Developments -
    1. One to Five Year Project Plans – General Manager Love reported that she will present Columbarium designs and quotes at the August 8th Board Meeting. General Manager Love reported that she moved the Berm Project to the two year plan as requested – No Action

**8. COMMITTEE REPORTS**

A. Finance Committee – None

B. Building and Projects Committee – General Manager Love stated that roadwork is underway at the Suisun Fairfield Cemetery. – No Action

**9. STAFF REPORTS** – General Manager Love reported that the test section of artificial turf is complete and she will be working with staff to determine which other graves are full and can be covered with artificial turf. General Manager Love also reported that she met with a Deputy Parker from Solano County Sheriff’s Department and gave him a copy of the District’s Ordinance so they will be aware of what is not allowed in our District’s cemeteries.

**10. TRUSTEE REPORT** – Boardmember Robinson reported that he completed his Ethics training.

**11. Adjournment**

The meeting adjourned at 10:00 a.m. The next meeting will be August 8, 2022 at 9 a.m.

Respectfully submitted

James Robinson, Secretary  
By Dolores Hernandez