

Solano Cemetery District
Board of Trustees Meeting
October 17, 2022

The Board of Trustees of the Solano Cemetery District met in regular session on October 17, 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** – Vice Chairman Jones led the flag salute.
3. **ROLL CALL: TRUSTEES PRESENT:** Chairman Engell, Vice Chairman Jones, Boardmembers Robinson, Falati and Dodini.
STAFF PRESENT: Interim General Manager Hernandez, Office Assistant Torres
PUBLIC PRESENT: Dwight Bowerman
4. **PUBLIC COMMENT** – Dwight Bowerman stated that Church of Christ applied the non-skid coating to the railings outside of the Stone Chapel and made an electrical repair to the out building behind the Stone Chapel.
5. **CONSENT CALENDAR** A. Approval of September 12, 2022 Regular Meeting Minutes; B. Approval of September 16, 2022 Special Meeting Minutes; C. Approval of September 2022 Revenue and Expense Report; A motion was made by Boardmember Dodini, seconded by Boardmember Jones approving the Consent Calendar as received. The motion passed unanimously.
6. **NEW BUSINESS**
 - A. Approve Hercules Tree Service Proposal to remove trees/stumps from Rockville Cemetery and Suisun-Fairfield Cemetery – A motion was made by Boardmember Falati, Seconded by Boardmember Dodini to approve Hercules Tree Service Proposal. The motion passed unanimously.
 - B. Review Preliminary Site Plan Design for New Niche area – Chairman Engell explained that there will need to be an Appropriation Transfer to cover costs associated with the foundation for the New Niche Area. A motion was made by Boardmember Falati, seconded by Boardmember Jones to add to the Agenda an Appropriation Transfer to cover costs associated with the New Niche Area foundation. The motion passed unanimously.
 - C. Review Ordinance 2011-1 with Deputy Eldon Parker – Deputy Parker stated that additional signage would help the Sheriff’s Department enforce the District’s Ordinance. Deputy Parker also suggested that we add the Ordinance to our Purchase Agreement. - No Action
 - D. San Francisco Chronicle Article Regarding Green Alternatives to Burials – No Action
 - E. Approve Appropriation Transfer for additional costs associated with the New Niche Area Foundation – A motion was made by Boardmember Dodini, seconded by Boardmember Robinson to approve an Appropriation Transfer for additional costs associated with the New Niche Area foundation. The motion passed unanimously.
7. **UNFINISHED BUSINESS**
 - A. Future Projects and Developments -
 1. One to Five Year Project Plans – No Action
8. **COMMITTEE REPORTS**
 - A. Finance Committee –
 - B. Building and Projects Committee –
9. **STAFF REPORTS** – Interim General Manager Hernandez stated that the job openings for Office Assistant and Cemetery Worker have been posted on the District website and she will begin interviewing potential candidates as soon as possible. Interim General Manager Hernandez reported that there are some ongoing plumbing issues at the New Administration Building that should be under warranty. Interim General Manager Hernandez stated that she will be working with Cemetery Lead Daniel Ramirez to add signage in various locations of the Cemetery to inform the public of the Cemetery Ordinance and rules.

10. TRUSTEE REPORT – Boardmember Robinson said that he will be contacting Western Sign to get a design and quote from them for the signage on the New Administration Building at Rockville Cemetery.

The meeting adjourned at 10:30 a.m. The next meeting will be November 14, 2022 at 9 a.m.

Respectfully submitted

James Robinson, Secretary
By Tere Carlson