

Solano Cemetery District
Board of Trustees Meeting
January 9, 2023

The Board of Trustees of the Solano Cemetery District met in regular session on January 9, 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 Dodini led the flag salute.
3. **ROLL CALL: TRUSTEES PRESENT:** Chairman Engell, Boardmembers Robinson, Falati and Dodini; Boardmember Jones-ABSENT

STAFF PRESENT: General Manager Hernandez, Office Assistants Christie Bettencourt

PUBLIC PRESENT: None

4. **PUBLIC COMMENT** – None

5. **CONSENT CALENDAR** A. Approval of December 12, 2022 Regular Meeting Minutes; B. Approval of December 2022 Revenue and Expense Report; C. Review of Monthly Status, Trial Balance and Endowment Fund Reports; A motion was made by Boardmember Falati, seconded by Boardmember Dodini approving the Consent Calendar as received. The motion passed unanimously.

6. **NEW BUSINESS:**

A. Approve Amended 2022-2023 Budget and Appropriation Transfer – A motion was made by Boardmember Dodini, seconded by Boardmember Robinson to approve Amended 2022-2023 Budget and Appropriation Transfer for unanticipated irrigation, fuel, building maintenance, credit card processing fees and software purchases.

7. **Unfinished Business**

A. Future Projects and Development

1. One to Five Year Project Plans – General Manager Hernandez reported that she and Chairman Engell had a Zoom meeting with Caroline Vedder, David Feinstein, Matthew Jones and Meily Sheehan from City of Fairfield and they have scheduled a tentative meeting with Caroline Vedder at the site location of the new cemetery on January 18th weather permitting.

8. **Committee Reports**

A. Finance Committee – None

B. Building and Projects Committee – Boardmember Robinson reported that he will get in contact with Holly at Western Sign to check on the status of the lettering for the Administration Building at Rockville Cemetery. General Manager Hernandez reported that Western Sign was expecting the letters to be delivered around the 24th of January and they will contact the District to schedule installation. Chairman Engell reported there is progress being made with the City of Fairfield regarding plotting out the location of the new cemetery land.

9. **Staff Reports** – General Manager Hernandez reported that training for new employees is progressing well. General Manager Hernandez asked for confirmation on who will be attending the CAPC Conference in March 2023.

10. **Trustee Report** – Boardmember Robinson commented that the Christmas luncheon was very nice. Boardmember Robinson also reported on an article he read about more development happening near the train station and he suggested that the District inform the public about the new cemetery by using signage or some other form of written notification once the property is deeded to the District.

14. Adjournment – The meeting adjourned at 9:43 a.m.

Respectfully submitted

James Robinson, Secretary
By Christie Bettencourt