

Solano Cemetery District
Board of Trustees Meeting
July 10, 2023

The Board of Trustees of the Solano Cemetery District met in regular session on July 10, 2023, at the Suisun-Fairfield 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: None

4. **PUBLIC COMMENT** – None

5. **CONSENT CALENDAR** A. Approval of June 19, 2023 Regular Meeting Minutes; B. Approval of June 2023 Revenue and Expense Report. A motion was made by Boardmember Dodini, seconded by Vice Chairman Jones approving the Consent Calendar as received. The motion passed 4-0. Abstain-Boardmember Falati

6. **NEW BUSINESS**

A. Presentation by Derrick Lum, General Manager of Garton Tractor Inc. - Derrick Lum provided information on different programs through the California Air Resources Board and Sourcewell that are available to offset the cost of new backhoes and zero emission electric equipment for the District. - No Action

B. Approval of Position of Cemetery Worker/Maintenance Mechanic – General Manager Hernandez requested that the Board approve the new position of Cemetery Worker/Maintenance Mechanic to redesignate an existing Cemetery Worker to Cemetery Worker/Maintenance Mechanic. A motion was made by Boardmember Falati, seconded by Boardmember Dodini approving the position of Cemetery Worker/Maintenance Mechanic. The motion passed 5-0

C. Approval of COLA increase for Solano Cemetery District Employees – A motion was made by Boardmember Falati, seconded by Boardmember Dodini approving a 4% COLA increase for Solano Cemetery District Employees. The motion passed 5-0

D. California Association of Public Cemeteries Annual Education Seminar Oct. 5, 2023 – Oct. 7, 2023 – General Manager Hernandez stated that she would like to invite the Cemetery Leads to attend the Annual Education Seminar as well as the Board. – No Action

7. **Unfinished Business**

A. Second Review of Draft Budget for Fiscal Year 2023-24 – General Manager Hernandez stated that she would increase the budget for account 2143-Materials-Road Maintenance for work in the Stone Chapel parking lot as well as other areas that need repair or maintenance. General Manager Hernandez stated that the Final Budget for 2023-24 will be brought back to the Board for approval at the August 14, 2023 Board Meeting. – No Action

B. Review CemSites Proposal for 24months in House Financing at 0% Interest Rate – Boardmember Dodini made a motion, seconded by Boardmember Falati to approve CemSites Proposal for 24 months in House Financing at 0% interest rate. The motion passed 5-0

C. Future Projects and Development

1. One to Five Year Project Plans – General Manager Hernandez stated that she would reach out to Caroline Vedder at The City of Fairfield for the status on the deed for the proposed cemetery property. Boardmember Falati suggested that General Manager Hernandez inquire with The City of Fairfield to find out who the lessee is that currently harvests the hay on the proposed cemetery site so that the District can possibly continue the lease once the District is decided the proposed cemetery property. Boardmember Falati suggested that the Board add the purchase of a new backhoe in the 1-year plan.

8. Committee Reports

A. Finance Committee – Boardmember Falati reported that the final budget will be presented to the Board for approval at the August 14, 2023 Board Meeting.- No Action

B. Building and Projects Committee – Boardmember Robinson stated that we need to stay on top of the status of the future cemetery property.

9. Staff Reports – General Manager Hernandez stated that she is still working on the Uniform Policy and she will bring it back to the August Board Meeting for approval.

10. Trustee Report – Boardmember Falati stated that he reviewed the Lease Agreement the District has with James Parr.

14. Adjournment – The meeting adjourned at 10:32 a.m.

Respectfully submitted

James Robinson, Secretary
By Rita Torres