

Solano Cemetery District
Board of Trustees Meeting
June 17, 2024

The Board of Trustees of the Solano Cemetery District met in regular session on June 17, 2024, 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, Boardmember Falati, Secretary Robinson and Boardmember Dodini.

STAFF PRESENT: General Manager Hernandez, Administrative Assistant Torres

PUBLIC PRESENT: Dwight Bowerman

4. **PUBLIC COMMENT** – Dwight Bowerman gave an update on the pew restoration and servicing of air conditioner at the Stone Chapel.
5. **CONSENT CALENDAR** A. Approval of May 13, 2024 Regular Meeting Minutes; B. Approval of June 2024 Revenue and Expense Report; A motion was made by Boardmember Dodini, seconded by Boardmember Falati approving the Consent Calendar as received. The motion passed 5-0.

6. **NEW BUSINESS** –

A. Approve Summit Roofing Invoice for additional dry rot repairs on the Stone Barn at Rockville Cemetery – A motion was made by Boardmember Dodini, seconded by Vice Chairman Jones to approve the invoice from Summit Roofing for additional dry rot repairs on the Stone Barn at Rockville Cemetery. The motion passed 5-0.

B. Approve Appropriation Transfer for additional dry rot repairs on the Stone Barn and reclassification of funds from 2250-Other Professional Services to 4201-Building Improvements for upgrading an existing electrical panel at Rockville Cemetery – A motion was made by Boardmember Falati, seconded by Boardmember Dodini to approve an Appropriation Transfer in the amount of \$38,500.00 for additional dry rot repairs on the Stone Barn at Rockville Cemetery and to reclassify funds from 2250-Other Professional Services to 4201-Building Improvements for upgrading an existing electrical panel at Rockville Cemetery. The motion passed 5-0.

C. Approve Appropriation Transfer to amend 2023-24 budget by reclassifying \$5,000.00 from 2250-Other Professional Service to other budget categories. A motion was made by Boardmember Dodini, seconded by Boardmember Robinson to approve Appropriation Transfer to amend 2023-24 budget by reclassifying \$5,000.00 from 2250-Other Professional Service to other budget categories. The motion passed 5-0.

D. Review of Preliminary 2024-2025 Budget – No Action

E. Discuss Board Attendance at Public Cemetery Alliance Annual Conference in Grass Valley August 1st and 2nd – Chairman Engell, Boardmember Falati and General Manager Hernandez confirmed they would be attending along with 2 other staff members – No Action

7. **UNFINISHED BUSINESS**

A. Future Projects and Development

1. One to Five Year Project Plans - General Manager Hernandez stated that there are no updates from City of Fairfield on the future cemetery property; Purchase of ride on mower and Stone Chapel pew restoration were added to the One to Five Year Project Plans.

9. **COMMITTEE REPORTS**

A. Finance Committee – Boardmember Falati reported that the Finance Committee met on Wednesday May 8, 2024 to discuss the 2024 – 2025 budget.

B. Building and Projects Committee – Boardmember Robinson reported that the roof on the Stone Barn is complete and it blends nicely with the aesthetic of the cemetery.

10. Staff Reports – General Manager Hernandez reported that she met with Master Gardener David Hutson who will be assisting with the landscaping plan for the niches in the gazebo and the Lawn F Niches at Rockville Cemetery; The Stone Barn roof replacement is complete; Emergency tree work at Rockville Cemetery is complete; The position of Maintenance Supervisor has been filled.

11. Trustee Report – Boardmember Falati complimented the professionalism of cemetery staff; Expressed gratitude to Church of Christ for being good tenants. Boardmember Falati requested that the Board Meeting be dedicated to the memory of Richard “Chick” Lanza.

12. Adjournment – The meeting adjourned at 9:49 a.m.

Respectfully submitted,

James Robinson, Secretary
By Rita Torres