



Monday, July 12, 2021, at 10:00 AM
Silveyville Cemetery District Office
800 S. 1st Street, Dixon, CA 95620

REGULAR MEETING | MINUTES

A. CALL TO ORDER The meeting was called to order by Board Chairperson C. Gill at 10:00 AM.

B. FLAG SALUTE Attendees stood and recited the Pledge of Allegiance.

C. ROLL CALL

Present
Cindy Gill – Board Chairperson
Bill Birdsong – Vice Chairperson
Mark Cooley – Trustee
Raymond Jensen - Trustee
Marcy Savala – Trustee (left at 11:40 am)

Also Present Jennifer Huff – Interim District Manager

Certain items of this agenda were discussed out of order due to M. Savala's departure.

D. PUBLIC COMMENT

- None

E. CORRESPONDENCE/ANNOUNCEMENTS

- Email – Jeffrey Lum – Solano LAFCO Final Budget and Workplan for FY 2021-2022. M. Savala provided a brief description of LAFCO for the new trustees.
- Email from Rex Smith – Thanking B. Birdsong for his help over the weekend in assisting him in locating his great-grandfather and grandfathers' plots.

F. CONSENT AGENDA

- Approval of Regular Meeting Minutes for June 14, 2021. Meeting minutes were delivered for review and comment. M. Savala made a motion to approve the June 14th regular meeting minutes with changes. B. Birdsong seconded the motion. 5 Ayes. Motion carried.
- Approval of Special Meeting Minutes for June 30, 2021. Special minutes were delivered for review and comment. M. Savala made a motion to approve the June 30th special meeting minutes. R. Jensen seconded the motion. 5 Ayes. Motion carried.
- Approval of Expenditures for June 2021. Expenditures were delivered to the trustees for review/comments. M. Cooley made a motion to approve the expenditures as presented. M. Savala seconded the motion. 5 Ayes. Motion carried.

G. INFORMATION ITEMS

DISTRICT MANAGERS REPORT

- District Manager's Reports for June 2021 – Last managers' report from M. Apaka. J Huff answered questions accordingly. She also informed the board that some information was not accessible from the county at the time due to year end close out. She is working with the county to get access to the county's reporting program.

INVESTMENT REVIEW

- Quarterly Portfolio Review – M. Savala reported on the Stifel accounts.

H. BOARD DISCUSSION & POSSIBLE ACTION ITEMS

OLD BUSINESS

1. B.P. 401.1 (Fees) As requested the per-capita information was provided. The current fees were reviewed and increased. M. Savala made a motion to B.P. 401.1, fees per discussion. M. Cooley seconded the motion. 5 Ayes. Motion Carried.

NEW BUSINESS

1. 2021/2022 Budget – M. Apaka presented a budget at the June 14th meeting. Following a brief discussion and review of individual line items with minor adjustments. M. Savala made a motion to approve the FY 2021/2022 Budget. M. Cooley seconded the motion. 5 Ayes. Motion Carried.
2. Advertising – Tremont Church (C. Gill) – Looking to promote the use of the Tremont Church. After discussion M. Cooley made a motion to allocate \$5,000.00 for marketing purposes for Tremont Church. B. Birdsong seconded the motion. 5 Ayes. Motion Carried.
3. Conditions & Maintenance of Cemeteries
 - IT support – J. Huff informed the board that the IT company previously utilized during COVID went out of business. Valley Computing Technology, based out of Winters has provided a quote to address our IT needs and assist in transitioning the clean-up of the departing district manager and assist with any IT need as well as move us from multiple, overlapping services to a cloud-based back-up. His quote also includes configuration and installation of new DM computer and phasing out of old admin computer. B. Birdsong made a motion to approve the quote for \$2,587.00. M. Cooley seconded the motion. 5 Ayes. Motion Carried.
 - TruGreen Commercial – M. Apaka planned to have Tremont looked at for the possibility of having TruGreen service that cemetery. J. Huff and C. Gabbard met with them and discussed the issues and needs of Tremont. TruGreen has provided a quote for service, like the one we are following here at the Dixon Cemetery. M. Cooley made a motion to accept the proposed plan from TruGreen in the amount of \$1,275.00 for the remainder of this year and \$2,125.00 for all of 2022. B. Birdsong seconded the motion. 4 Ayes. M. Savala was not present. Motion Carried.
 - Windmill at Binghamton (M. Savala & M. Cowan) *Postponed to August Board Meeting.*
4. Interim Manager Compensation (C. Gill) *Postponed to August Board Meeting.*
5. Grounds Foreman Position – there was a brief discussion was had. *Postponed to August Board Meeting.*

6. District Manager Description and position: Further review required. *Postponed to August Board Meeting.*

I. BOARD MEMBER'S COMMENTS

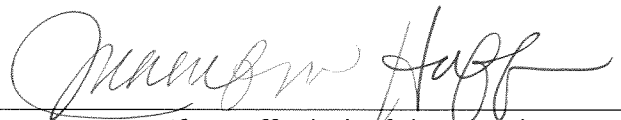
- B. Birdsong – Would like to see the current office door repainted and the possibility of a new door with glass and logo etched on the glass.
- M. Cooley – None
- R. Jensen – Everything looks good.

J. CHAIRPERSON'S COMMENTS

- C. Gill –None.

K. ADJOURNMENT Meeting was adjourned by Chairperson C. Gill at 12:20 PM. The next regular board meeting is tentatively scheduled Monday, August 9, 2021, at 10:00 am.


Cindy Gill – Board Chairperson


Jennifer Huff, Clerk of the Board