

**SILVEYVILLE CEMETERY DISTRICT**  
CREATED 1927 AND COMPRISING  
**DIXON, TREMONT AND BINGHAMPTON CEMETERIES**  
800 SOUTH FIRST STREET DIXON, CA 95620 (707) 678-5578 FAX (707) 678-5605

**TRUSTEES:**

JOHN REEB, CHAIRMAN

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SCOTT DE BIE

September 19, 2012

Paul L. Beeman  
Presiding Judge  
600 Union Ave  
Fairfield, CA 94533

**RECEIVED**

SEP 21 REC'D

SOLANO COUNTY  
GRAND JURY

Re: 2011-2012 Grand Jury Report Entitled: County Public Cemetery Districts

Dear Judge Beeman:

This letter represents the response of the Board of Trustees of the Silveyville Cemetery District to the 2011-2012 Grand Jury Report. The board of trustees, having reviewed the report, the concerns, and admonitions contained therein, responds to the findings relevant to the district as follows:

**Finding 1:** The Board acknowledges that the term of each board member is to commence at noon on the first Monday of January. Appointments necessary to be made prior to this date to fill vacancies will hereafter be considered interim appointments for completion of the term left by the vacating board member with a new and regular appointment to be made effective on the first Monday of the January following the interim appointment date. The Board recognizes and asserts that it incumbent upon the Board of Supervisors to make the interim and regular appointments as needed in a timely manner.

**Finding 2:** The Board responds by stating that the delay in appointment of its replacement board members noted by the grand jury was outside of the control of the district's board. Applications along with recommendations for interim appointments needed for vacating district board members were submitted to the Board of Supervisors well within the 90 day time requirements of Health and Safety Code Section 9024 and Government Code Section 1779. However, the Board of Supervisors failed to act in response within the time limitation. This was noted by the grand jury and remedial action remains in the hands of the Board of Supervisors with regard to this issue.

**Finding 3:** The Board acknowledges delays in updating The Statement of Facts Roster of Public Agencies Filing on file with the County Clerk as well as the statement on file with the Secretary of State. These Statements have been updated and the information is now consistent between these two filings. Procedures to maintain these filings and to update

them as needed have been instituted. Additionally, specified dates for routine updating of these forms on no less than a bi-annual basis have been inserted into the district's calendar.

**Finding 9:** The Board acknowledges that its previous action procedure in storing back up records at an employee's residence made such storage insufficiently secure. Accordingly, the district has contracted with Carbonite, an offsite, secure online computer data back-up facility.

**Finding 11:** The Board acknowledges that although some signage was present, such did not sufficiently comply with statutory requirements of Health and Safety Code Section 8741. Therefore, signs have been posted at the entrance of each cemetery in the district indicating that the cemeteries are endowment care interment properties. An additional sign indicating this, and also readily accessible to the public was, and remains, posted at the district's administration office.

The Silveyville Cemetery District Board of Trustees stands ready to respond to any questions or concerns your honor may have in regard to the grand jury's report or any other district related issues.

Respectfully submitted,



John Reep, Chairman  
Silveyville Cemetery District Board of Trustees

cc: Grand Jury Office