

Kern County Cemetery District

Minutes for

September 17, 2021

Regular Board Meeting
Shafter Memorial Park Office
18662 Santa Fe Way, Shafter, CA

Call to Order: Call to Order at 12:00 pm by Chairman Braun, Chairman Braun led flag salute and invocation.

Roll Call: In attendance was Barry Braun, Chairman of the Board; Belton Banks, Vice-Chair; Jerry Ezell, Secretary of the Board.

Employees and Visitors: Eliza Caudillo, District Manager; Alicia Reveles, District Secretary.

Public Comment: None

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular board meeting for August 2021 as approved. The payroll warrants for 21-17 through 21-17 were approved. Vouchers, checks, and financial reports for August 2021 were approved. This was done by approval of the consent calendar by motion of Trustee Ezell and seconded by Trustee Banks; 3 ayes, unanimous.

Management Update

- We had 18 services in Shafter and 8 services in Wasco for the month of August 2021. This gives us 61 for the fiscal year to date.
- Manager Caudillo recapped her attendance at the CSDA Annual Conference at Monterey, CA. The breakouts attended and completion of AB123 requirement.
- Wasco Cemetery has received two headstones, one with a large ceramic tile and one with a protruding ceramic tile. These headstones would be difficult to pour. Superintendent Carendar feels the tiles will get broken when equipment rolls over them. Manager Caudillo verified with other local cemeteries that have received similar headstones that the ceramic tiles are fragile and have come unglued or broken. The Board requested Caudillo review the Marker Placement Policy and updating as needed to allow for potentially difficult situations. The Board instructed Manager Caudillo not to accept or place ceramic tile headstones until after reviewing the policy.
- Joe Comer from ZERONox visited the Shafter office and presented a program offered by San Joaquin Valley Air to purchase an electric-powered Tuatara Work Vehicle. The program requires an application submission to determine eligibility. The Board requested Manager Caudillo submit the application and bring the purchase request to the next meeting as an agenda item. The rebate from SJVA would fund \$20K of the approximate \$25K cost. Estimated cost to District would be \$5k if the District is eligible for the rebate program. The Board would like to see a presentation of the Tuatara.
- Kern County Special District Association has invited the Board and Manager to their Membership Meeting at Hodel's Restaurant, Harvest Room at 11:30 am, on October 14, 2021. The District must RSVP no later than October 8, 2021.
- The Board requested additional information regarding the New Catholic Cemetery to be established in Northwest Bakersfield.

Authorization of Signatures

WestAmerica Bank requires a resolution to authorize signatures. The Board signed resolution 2021/22-1. This resolution is authorized under the Health and Safety Code section 9041 that allows the Board to adopt any necessary rules and regulations as needed to run the District.

The motion was made by Trustee Ezell and seconded by Trustee Banks to authorize the resolution 2021/22-1; 3 ayes, unanimous.

The Board signed the update cards for the County of Kern that allows them to sign for the District with the County of Kern. The County asked that one person be authorized to allow for new signers and to be able to revoke signers. The Manager will be this person and will review signers to add new and remove old signatures.

The motion was made by Trustee Ezell and seconded by Trustee Bank to allow all Trustees to sign at the County, along with Secretary Reveles and Superintendent Carender. The Manager will be the signer to approve/revoke signature cards; 3 ayes, unanimous.

Reinvestment of Endowment Care Principal

The District had a Stifel investment called for \$100,000.00, Simon PPTY. The Board instructed the Manager to invest \$50,000.00 in the Local Initiative Support Corp. Bond with a coupon of 1.25 %, Y-T-M of 1.250%, and a maturity date of 08/15/2026; and \$50,000.00 in the Danville VA Muni Bond with a coupon of 3.5%, and a Y-T-M of 1.00%, due 03/01/2026; or similar available investment. During this discussion it was deemed prudent to establish an Investment Committee to facilitate investment decisions in a timely manner. The Investment Committee will be Trustee Jerry Ezell, Superintendent Denton Carender, and Manager Eliza Caudillo.

The motion was made to invest in two \$50,000.00 investments recommended by the investment advisor or similar available investments by Trustee Ezell and seconded by Trustee Banks, 3 ayes, unanimous.

Trustees Comments

Trustee Ezell: Would like to see progress on hiring a temporary full-time employee. He also requested the Manager look into available government programs for Special Districts for salary reimbursement due to COVID overtime and additional expenses.

Adjournment

The meeting was adjourned at 2:30 pm by Chairman Braun. The next regular meeting is scheduled for October 22, 2021.

Signed,

Eliza Caudillo
District Manager