

## Kern County Cemetery District

### Minutes for

March 17, 2022

#### 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: Eliza Caudillo, District Manager; Denton Carender, Superintendent; Alicia Reveles, District Secretary.

Visitors: None

Public Comment: None.

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular Board meeting for January 2022. The payroll warrants for 22/01 through 22/04 were approved. Vouchers, checks, and financial reports for January 2022 (February 2022-Amended) were approved. This was done by approval of the consent calendar by motion of Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.

#### Management Update

- The February Board Meeting was canceled due to illness. We had 15 services in Shafter and 14 services in Wasco for the month of January 2022. This gives us 227 services for the fiscal year to date through January 2022. We had 18 services in Shafter and 20 services in Wasco for the month of February 2022. This gives us 265 services for the fiscal year to date.
- The Statement of Economic Interest – Form 700 was completed and forwarded to the Clerk of the Board of Supervisors at the Kern County Administrative Center.
- CSDA Legislative Days will be held May 17-18, 2022. The Board elected not to attend this year.
- CAPC Conference was held March 3-6, 2022. The conference was very educational. Belton Banks, Barry Braun, Eliza Caudillo, and Alicia Reveles completed their AB1234 requirement for the next 2 years.

#### Mid-year Budget Review

Manager Caudillo provided an analysis for the Trustees to review the District status for the first half of the fiscal year. The review compared the current operations to the budget as well as a comparison of the first 6-months of the prior fiscal year. The District is on-trend to meet or exceed the number of services for last year.

The COVID Pandemic continues to take a toll on our community, and additional income has been received due to increased services. Along with the increase in services comes the additional cost of containers and staffing to accommodate the rise in burials. The analysis shows that we are currently operating in the black, and property taxes continue to contribute to the District's income. This review allows the Board to see the margin of operations and make any changes they may deem necessary. The Board requested further information on fund transfers in prior years for cemetery operations.

At mid-year, we had a profit of \$144,449. Compared to last year, where we had a profit with overhead of \$118,117.

Insurance Review for Retired Manager

The Medical Insurance renewal option for retired District Manager Timothy Unruh was discussed. As per District policy: The District agrees to an annual renewal option for insurance coverage for a retired Manager of 1 year for every 10 years of employment. The current cost for the annual coverage is \$39,000.00.

*The motion was made to receive and authorize one additional year of Medical Coverage for the retired Manager, Timothy Unruh. The insurance option is to be brought back to the Board on an annual basis. A motion was made by Trustee Braun and seconded by Trustee Banks: 3 Ayes, unanimous.*

Memorialization of Non-Burials

This Agenda item was tabled due to time restraints until the April 21, 2022, meeting.

*No action was taken.*

Reinvestment of Endowment Care Principal

The District had a Stifel investment mature for \$50,000.00, Federal Home Loan Bank Bond. The Board instructed the Manager to invest \$58,000.00 in the Simon Property Group with a coupon of 3.30%, and Y-T-M of 2.445%, and a maturity date of 01/15/2026 or similar available investment.

*The motion was made to invest \$58,000.00 in the Simon Property Group or similar available investment by Trustee Banks and seconded by Trustee Ezell, 3 ayes, unanimous.*

San Joaquin Valley Air Pollution

It is the recommendation of the Manager that the Board of Trustees discuss the requirement of the San Joaquin Valley Air Pollution's need for a Resolution to be filed to authorize the purchase of multiple electric-powered vehicles. Resolution 2021/22-2 was reviewed and authorized to purchase multiple electric-powered vehicles.

*The motion was made to accept and file Resolution 2021/22-2, authorizing the purchase of multiple electric-powered vehicles via San Joaquin Valley Air Pollution Control Alternative Fuel Purchase Program. The motion was made by Trustee Ezell and seconded by Trustee Banks, 3 ayes, unanimous.*

Trustees Comments

Trustee Banks: None.

Trustee Ezell: Trustee Ezell would like staff to discuss and research funds transferred in prior years for cemetery operations.

Trustee Braun: Would like staff to research the ability to use non-potable water for Wasco Cemetery. He would also like staff to research establishing an Ordinance prohibiting the use of alcohol or other substances altering a person's mental abilities on cemetery grounds. Trustee Braun would like to see about offering a price reduction on Niches for a short period to assist the community with cremated remains. Trustee Braun would also like to discuss the District's future during the current drought situation and establish a non-grass section of the cemetery with drought-resistant foliage.

Adjournment

The meeting was adjourned at 2:05 pm by Chairman Braun. The next regular meeting is scheduled for April 21, 2022.

Signed,

Eliza Caudillo  
District Manager