

Kern County Cemetery District

Shafter Memorial Park Office
18662 Santa Fe Way, Shafter, CA

Call to Order: Call to Order at 12:00pm 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: Timothy W. Unruh, District Manager; Eliza Caudillo, District Secretary; Denny Carender, Superintendent

Public Comment: None

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular board meeting for November 2019 as approved. The payroll warrants for 19-23 through 19-24 were approved. Vouchers, checks, and financial reports for November 2019 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 11 services in Shafter and 10 services in Wasco for the month of November 2019. This gives us 99 for the fiscal year-to-date.
- A comparison of burials by location, by month, year was prepared and given to the board. This data comparison was requested to be given bi-yearly.
- The Trustees were reminded of the upcoming CAPC Annual Conference on February 19-22, 2020.
- The retirement dinner for Shirley Hays is scheduled for January 17 at 6:00pm at the Hungry Hunter.

Review of Burial Pricing

Manager Unruh asked the board to give direction on whether they want to review pricing on an annual basis or at a different interval. Insofar as our auditor indicated that an annual review of costs and possible price increases should be done annually. The manager was requested to have a review for the May-June meeting when the next fiscal year budget is reviewed. Trustee Ezell asked that the review include the anticipated capital needs as well.

No action taken.

Endowment Care Investment Representation

Manager Unruh brought the board up to speed on the transition that has taken place with the Investment Advisor from Wells Fargo Advisor having moved to another company. We have seen less and less interaction as our current investment needs have changed from the current Wells Fargo representative.

Unruh has requested that the Trustee's look at allowing our investments to be changed to follow our previous advisor who always seemed to be more involved with reinvestment needs. This new company is Stifel, Nicolaus & Co. is also more engaged with the requirements and our cemetery association from which they are better acquainted in the needs for reinvestment.

The motion to move our current Endowment Care investments from Wells Fargo Advisors to Stifel, Nicolaus & Co. This investment is to be made with Sandra Wheeler as soon as is expedient. This motion was made by Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.

Equipment Replacement

Manager Unruh and Superintendent Carender discussed with the Trustees the problem we are having with the Wasco Excel lawn mower. This unit originally purchased in 2009 has a wiring issue where the stator wire has burned into the regulator. It also seems to be burning a hydraulic hydro which drives the right wheel and clipping collector. The Board stepped outside to look at working unit that Superintendent Carender brought for the board to look at and explain the problem. Moving back into the board room, Manager Unruh asked that the board allow for a review of the costs to repair the unit and if they are deemed to high, then allow for the purchase of a new 60-inch mower to be purchased from Abate-A-Weed in Bakersfield.

Manager Unruh has gotten a quote of \$12,000 for a new unit and has been told that a new hydro is \$1800 with our installation each. Two hydros are on each mowing unit and it is felt that if one is starting to fail the second is not far behind. It is felt that the electrical issue will take a rewire that can be done in house as well.

A motion for Manager Unruh to purchase a new unit for no more than \$12,000, the money to be taken from our budgeted contingency reserve. This included an allowance of \$3,000 to repair the old unit as time allows. The old unit will be kept for use as a renovation mower. This motion was made by Trustee Ezell and seconded by Trustee Banks; 3 ayes, unanimous.

Adjournment

The meeting was adjourned at 1:21pm by Chairman Braun. The next regular meeting is scheduled for January 16, 2020.

Signed,

Timothy W. Unruh
District Manager