

Kern County Cemetery District
Minutes for
April 21, 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: Attendee Denton Carender opted to inform the Board of the recent gunfire at 3 of Basham & Lara's graveside services. Carender informed the Board that as an employee of the District, he has been advised and has advised staff and Basham's Funeral Director that staff will leave the graveside and not return until funeral attendees have vacated the cemetery to complete the committal.

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular Board meeting for March 2022. The payroll warrants for 22/05 through 22/07 were approved. Vouchers, checks, and financial reports March 2022 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

- We had 19 services in Shafter and 11 services in Wasco for the month of March 2022. This gives us 295 services for the fiscal year to date.
- The Kern River Power Electric Equipment Expo was held on April 6th in Bakersfield. Manager Caudillo, Superintendent Carender, Trustee Belton Bank, and Trustee Barry Braun attended the Expo. The Expo was an excellent opportunity to view electric equipment.
- Manager Caudillo attended the SDRMA Education Days conference in Sacramento on March 21, 2022. A presentation on the effects of the COVID Pandemic on both Workers' Compensation and Property and Liability Insurance was provided. While Workers' Comp costs went down, the Property and Liability Insurance costs rose. SDRMA also provided a Heat and Air Quality training, and the discussion was very informative. The information was brought back to the office and shared with Superintendent Carender. Safety training for staff was held on April 20th to prepare for the summer heat and air quality days to come.
- At the Board's request, Manager Caudillo discussed fund transfers done for Capital Projects in the late 1990-early 2000 with retired Manager Timothy Unruh. The Board at that time authorized the borrowing of funds to complete necessary projects. That Board did not implement a specific timeframe for the payback of these funds. The current estimate of the funds borrowed and not yet paid back are Preneeds: \$2,152,105 and Endowment Care Interest: \$1,082,134; for a combined total of \$3,234,239.
- A Memorial Day Program is scheduled for May 30, 2022. The program had been canceled for 2020 and 2021 due to COVID.

- A letter was submitted to Supervisor Couch requesting \$283,000 for the American Recovery Plan Act. This request included \$153,640 in Premium Pay, \$100,000 for the development of the newest cemetery area due to the increase of deaths during the COVID timeframe, and \$30,000 for Reacclimate for road repair due to the increased traffic during the COVID timeframe.
- The District intends to present an offer of employment to Continental Labor Services employee Luis Maldonado. The buyout would be \$640.
- Manager Caudillo informed the Board of escalated unruliness of visitors at the cemeteries. Gunfire and empty shell casings have been found on the grounds. A recent shooting on the cemetery grounds was reported to the Shafter Police Department. Manager Caudillo received direction to reach out to the Police Department and voice concerns. This would be the first step in attempting to control the situation. A private security company would be the next line of defense.

1st Quarter Review of Investments

The Investment Manager presented the Board with a letter explaining the investments of the District, including the Stifel, the County, and the WestAmerica investments. As of March 31, 2022, the District has \$6,421,211 as a combined investment of all accounts. The District has \$5,132,433 with the County of Kern, \$951,780 with Stifel, and \$336,997 with WestAmerica Bank.

The amount that is in each Kern County Cemetery District account is as follows:

- | | |
|---|-------------|
| • Maintenance and Operation (M&O) | \$1,010,356 |
| • Endowment Care (principal and interest) | \$1,122,280 |
| • Contracts | \$2,637,319 |
| • Large Contingency | \$362,479 |
| • Stifel | \$951,780 |
| • WestAmerica Bank | \$336,997 |

The motion was made to receive and file this information and make it available to any who may wish to review its contents by Trustee Banks and seconded by Trustee Braun; 3 ayes, unanimous.

Memorialization of Non-Burials

The Board discussed the District's obligation and need to satisfy the public's need for the Memorialization of Non-burials within the cemeteries. The Board advised a headstone would be allowed to include the name of an individual not buried in the cemetery if the wording: Interred Elsewhere; preceded the name and dates and the appropriate Memorialization fee and Marker Placement fee were paid.

Capital Needs Review – 2022-23 Budget

The Manager brought multiple items to the attention of the Board. First is the need to include the replacement of small equipment for \$4,500. Also included was an option to purchase multiple sets of small equipment for the near future due to California opting to transition to pure energy electric vehicles and equipment. Second is the need for a Casket Carriage to serve as a lowering device for the Shafter Cemetery for \$4,700. The third included the continued development of the 2.5 acres North of A section at Shafter Cemetery for \$15,000. Fourth is the need for a new well and pump along with a potential PG&E electric panel for Shafter Cemetery for \$225,000. Lastly, the need to integrate the Wasco Cemetery into a new irrigation controller at the initial cost of \$150,000. No action taken.

Trustees Comments

Trustee Banks: None.

Trustee Ezell: Trustee Ezell commented on the hard work of grounds staff removing all the decorations.

Trustee Braun: None

Adjournment

The meeting was adjourned at 3:40 pm by Chairman Braun. The next regular meeting is scheduled for May 26, 2022.

Signed,

Eliza Caudillo
District Manager

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