

Kern County Cemetery District
Minutes for

August 18, 2023

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

Call to Order: Call to Order at 12:10 p.m. by Chairman Braun. Chairman Braun led the 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 July 2023. The payroll warrants for 23/15 through 23/15 were approved. Vouchers, checks, and financial reports for July 2023 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 21 services in Shafter and 11 services in Wasco for the month of July 2023. This gives us 32 services for the fiscal year to date. With a 16% cremation rate.
- The Stifel July reinvestment selected by the Board was not available. The Board authorized the next closest option. Sandra Wheeler, Investment Advisor, placed the recently matured investment into a comparable Farmers & Merchants Bank CD at 5.30%, with a maturity date of 07/2028, Callable 07/2024.
- The District received reimbursement from San Joaquin Valley Air for the (4) Electric Vehicles purchased in early 2023. The check was for \$76,788.00.
- The proposed Shafter Loft will require an Architect to review the location and logistics for the addition of the loft. When bids are requested, the contractors must include the cost of an architect at less than \$3,200.00.
- The Modesto Ash trees along First Street were trimmed, diseased trees at the hill, and grass piles were removed from the Shafter and Wasco Cemetery. The three canary pines to the west of the Shafter office will need to be topped off and trimmed.
- The Kern County Special District Association Fall membership meeting will be held on September 8, 2023. Upon receipt of an agenda, staff and trustees may attend.

Procurement of an Architect for Shafter Cemetery

Manager Caudillo has obtained quotes from two Architects for the development of the North/East section of the cemetery to be known as Section B. The Architect will be required to survey, map, and engineer Section B. The Architect will be contracted to provide a Topographic and Boundary Survey, a Master Conceptual Site Layout Design, landscape development, grading, roads, site improvement, review of the current drainage system, sump expansion, or re-design. Ruettgers and Schuler - \$22,400.00, and LAV/Pinnacle - \$63,850.00.

The motion to accept the bid from Ruettgers and Schuler at \$22,400.00 was made by Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.

Automated Irrigation System for Wasco Cemetery

Manager Caudillo has obtained two quotes for the installation of an automated irrigation system at the Wasco Cemetery. Kern Sprinkler provided a quote for the installation of the automated system and preparation for future development needs of the cemetery in their quote of \$527,080.00. The quote includes the Weather Trak GT HYDP WTOXR-H2048 Controller. Weather Trak Start-up and Tutorial provided by Greentech at Sire-One. Mike Letourneau Landscape Services also provided a variety of quotes ending at a total of \$454,120.00. The Board, at the manager's recommendation chose Kern Sprinkler with consideration to the understanding of the cemetery's needs and future expansion.

The motion was made to accept the bid from Kern Sprinkler of \$527,080.00. Kern Sprinkler will install a 6" Purple pipe mainline, 2-wire path in conduit to the new controller. The motion was made by Trustee Banks and seconded by Trustee Ezell, 3 ayes, unanimous.

Trustees Comments

Trustee Banks: Thanked staff for all their hard work and ability to see the future needs of the cemetery.

Trustee Ezell: None

Trustee Braun: Felt anyone interested should go to the CSDA website and voice their concerns regarding the fast pace of pushing California into Electric Vehicles before the state has adequate infrastructure. He is also concerned with the safety of EVs due to fires and battery explosions, and future disposal of the batteries.

Shafter Office Air Conditioner

After several years of repairing the Shafter Air Conditioning unit, the bottom of the unit has rusted out and is dripping water onto the supply room floor. Continued water loss could result in damage to the office wall and potential mold. The unit is extremely old, unstable, and outdated and has reached its life limit. Due to this summer's excessive heat and unexpected water leakage. The Board modified the Agenda to include this item rather than schedule an emergency meeting. Banner Air, the servicing company, has provided a quote for \$11,700.00, to replace the unit and upgrade the vent into the office.

The motion was made to replace the existing air conditioning unit by Trustee Ezell and seconded by Trustee Banks, 3 ayes, unanimous.

Adjournment

The meeting was adjourned at 1:07 pm by Chairman Braun. The next regular meeting is scheduled for September 21, 2023.

Signed,

Eliza Caudillo
District Manager