

## **Kern County Cemetery District**

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

Call to Order: Call to Order at 12:15pm 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, Assistant District Manager; Denton Carender, District Superintendent.

Public Comment: None

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular board meeting for January 2020 as approved. The payroll warrants for 21-02 through 21-03 were approved. Vouchers, checks, and financial reports for January 2020 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 30 services in Shafter and 19 services in Wasco for the month of January 2021. This gives us 225 for the fiscal year-to-date.
- The board was reminded of their Statement of Economic Interest Form 700
- The board was apprised of the hiring of Alicia Reveles as Office Secretary and Agustin Flores as a Groundsman.

### Mid-Year Budget Review

Manager Unruh discussed the number of services we have done which are partially explained due to the Covid Pandemic. This has increased our services and our income. We have also had additional expenses due to the purchase of more outer burial containers, overtime, fuel and equipment being used. Also discussed was the possibility that these services being done may take away from our future services.

We also have a continuing trend for cremation which ended the year at 22% and the families that are using the Federal Veteran's Cemetery in Bakersfield.

At mid-year we had a profit/loss with overhead in the amount of \$118,117. This is in comparison to last year where we had \$5,346.

No action taken.

### Container Price Increase

Last month, Chairman Braun asked that the board be given a review of the cost for outer burial containers from Christy Vault Co. This review only included the outer burial containers purchase from Christy and it showed a cost of \$6,495 that the district has absorbed in the past three years.

No action taken.

### Burial Price Review

Manager Unruh brought to the board, the cost associated with the operations of both cemeteries and the relationship to the Consumer Price Index for our area. The CPI is at 1.7% and the board asked that this consideration be brought back to them at the time of the next fiscal year budget.

No action taken.

Retirement Policy

With Manager Unruh's upcoming retirement, the board asked that a policy be written that would take into consideration the need for insurance coverage for the manager upon retirement. Council Karen O'Neal wrote up a policy and resolution for the board to review.

The policy would include the possibility for the board to allow a retired Manager to receive 1 year of insurance for each 10 years of work. Resolution 2020/21-1 was reviewed and determined to include the changes the board wished to have.

It was also determined that this policy would be voted on this meeting due to the need to work up a after retirement contract with Manager Unruh for his upcoming retirement April 9, 2021. It was also determined to vote on the policy and resolution separately.

*The motion to accept resolution 2020/21-1 to allow 1 year of insurance for every 10 years of work as a District Manager. This motion was made by Trustee Ezell and seconded by Trustee Banks; roll call vote, Braun, aye; Banks, aye; Ezell, aye, unanimous.*

*The motion to accept the policy for Healthcare Benefits of Qualifying Retiring District Manager was made by Chairman Braun and seconded by Trustee Ezell; 3 ayes, unanimous.*

Trustee Reports and Comments

None

Adjournment

The meeting was adjourned at 1:58 by Chairman Braun. The next regular meeting is scheduled for March 18, 2021.

Signed,

Timothy W. Unruh  
District Manager