

# Kern County Cemetery District

## Minutes for

May 20, 2021

Regular Board Meeting  
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: Eliza Caudillo, Assistant Manager; Alicia Reveles, District Secretary; Denton 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 April 15, 2021 as approved. The payroll warrants for 21-06 through 21-09 were approved. Vouchers, checks, and financial reports for April 2021 were approved. This was done by approval of the consent calendar by motion of Trustee Belton and seconded by Trustee Ezell; 3 ayes, unanimous.

### Management Update

- We had 10 services in Shafter and 7 services in Wasco for the month of April 2021. This gives us 310 for the fiscal year-to-date.
- Assistant Manager Caudillo explained that Memorial Day 2021, will once again be cancelled due to COVID restrictions. State and County events were still in restricted mode.
- Guide to Public Cemetery CD 2018 Version. The Board did not request any version of the guide. The guide is currently on the Manager's desktop.

### Closed Session for Employee Appointment

Chairman Braun requested closed session at 12:20 for Public Employee Appointment safe harbor from the Government Code 54957 which allows a closed session for appointment consideration. The Board discussed the appointment of Eliza Caudillo as District Manager.  
No action taken.

### Open Session – Report Out

The Board came out of closed session at 1:10; and it was reported out that an offer was made and accepted to promote Eliza from Assistant Manager to Manager. Salary and vehicle allowance was agreed upon.

*A motion was made to offer an advancement from Assistant Manager to Manager to Eliza Caudillo. The offer was accepted by Eliza Caudillo at a salary range step 1, with a \$450 vehicle allowance. This motion was made by Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.*

#### Cemetery Chapels

Discussion was held regarding the need to purchase two chapels for Wasco Cemetery. Quotes from Asco Pacific and Holland Canopies were presented to the Board. It was determined prudent to select the quote from Holland Canopies to match the canopies currently used in Shafter. Superintendent Carendar preferred the large tire size for maneuverability.

*Trustee Ezell made the motion to purchase the Holland Canopies, and Trustee Banks seconded the motion; 3 ayes, unanimous.*

#### Tree Removal and Stump Grinding

The Board was advised of several hazardous trees at Shafter Cemetery. Quotes were received from Jesus Christ Lawn Service and Fonseco Tree Service Corp. Both companies quoted \$1,000.00 per tree for the eight trees on the west side of First Street. The Board under the advisement of Superintendent Carender selected Fonseco Tree Service due to past history and swift professional work.

*A motion was made to by Trustee Ezell to accept the bid from Fonseco Tree Service for the removal of the trees along First Street at \$8,000.00. Trustee Ezell made the motion and Trustee Banks seconded the motion; 3 ayes, unanimous.*

#### Employee MOU Negotiations

Chairman Braun appointed Trustee Banks to work with Manager Caudillo and Superintendent Carender to bring to the Board an updated MOU for the staff. If possible, the agreement will be presented to the Board at the June 2021 meeting.

#### Trustee Comments

Trustee Banks commented he was pleased with the compatibility of the staff, and their ability to work together.

Trustee Ezell – No Comment

Trustee Braun requested Superintendent Carendar convey to the groundsman his appreciation and pride in the cemetery and the staff.

#### Adjournment

The meeting was adjourned at 1:36 by Chairman Braun. The next regular meeting is scheduled for June 17, 2021.

Signed,

Eliza Caudillo  
District Manager