

Kern County Cemetery District Minutes for

September 19, 2024

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

Call to Order: Call to Order at 12:05 pm by Chairman Braun. Chairman Braun led the flag salute and invocation.

Roll Call: In attendance was Barry Braun, Chairman of the Board; Jerry Ezell, Secretary of the Board; Carl Olsen, Vice-Chair.

Employees: Eliza Caudillo, District Manager; Denton Carender, Superintendent; Alicia Reveles, 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 August 2024. The payroll warrants for 24/17 through 24/18 were approved. Vouchers, checks, and financial reports for August 2024 were approved. This was done by approval of the consent calendar by motion of Trustee Ezell and seconded by Trustee Olsen; 3 ayes, 0 Nays.

Management Update

- We had 12 services in Shafter and 8 services in Wasco for the month of August 2024. This gives us 43 services for the fiscal year to date. We had 5 cremation services in Shafter and 1 in Wasco for a total of 6 cremation services. For the month of August 2024, we are at a 14% cremation rate.

Architect Contract Finalization

Manager Caudillo presented to the Board the Ruettiger's and Schuler amended Architectural Contract with the removal of the paragraph on page 2 item 1. John Schuler requested be removal as that paragraph would not be relevant to the development of Section B. After due discussion, the Board agreed that the removal of that paragraph would be in order.

A motion was made to accept the amended Ruettiger's and Schuler Architectural contract and authorized the contract be signed by the Chairman of the Board, Barry Braun. The motion was made by Trustee Olsen and seconded by Trustee Ezell. 3 ayes, unanimous.

Shafter Rental Demolition

The District's 2024-25 Budget allotted funds for the demolition of the Shafter Rental House. A PG&E representative visited the cemetery to discuss options for the removal or relocation of the meters currently located on the rent house. It was determined the most economical way to deal with the meters would be to have them disconnected and proceed with the demolition.

Manager Caudillo received two bids for the demolition of the rental house. The process would include all necessary permits from outside agencies to complete the demolition. Not included in the bids is the moving of the electrical lines either overhead or underground. It is estimated the cost for the electrical reconfiguration would be \$14,483.00 and \$20,783.00. But

consideration should be given to possibly boring a direct line between the shops and the Board authorized up to \$25,000.00 for the boring.

- MD Concrete Cutting and Demolition \$17,000.00
- A. S. I. Inc \$19,000.00

Trustees Comments

Trustee Olsen: None.

Trustee Ezell: Wanted to know if the District was fully staffed.

Trustee Braun: Read the letter from SDRMA and presented the certificate for having 5 consecutive years with no Property and Liability claims. This is excellent recognition for the hard work of staff and the Board in promoting zero losses.

Recess to Closed Session

Chairman Braun requested cemetery staff to exit the building with the exception of Manager Caudillo at 1:40 pm. Pursuant to Government Code §54957.

Reconvened into Open Session

Chairman Braun reported that during the Closed Session the Board voted unanimously to begin the process of recruiting for Assistant Manager.

Adjournment

The meeting was adjourned at 2:05 pm by Chairman Braun. The next regular meeting is scheduled for November 21, 2024.

Signed,

Eliza Caudillo
District Manager