

**Kern County Cemetery District**  
Minutes for  
March 20, 2025

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 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; Alicia Reveles, Secretary; Superintendent Denton Carender.

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 February 2025. The payroll warrants for 25-04 through 25-05 were approved. Vouchers, checks, and financial reports for February 2025 were approved. This was done by approval of the consent calendar by motion of Trustee Ezell and seconded by Trustee Olsen; 3 ayes, Unanimous.

Management Update

- We had 19 services in Shafter and 12 services in Wasco for the month of February 2025. This gives us 183 for the fiscal year to date. We are at an 18% cremation rate.
- ASI, Inc. has completed the asbestos removal as of March 10, 2025. ASI Inc. has provided proper documentation for the removal. CCMI will ensure prevailing wages and appropriate reports will be filed with DIR.
- Memorial Day shirts will be ordered for the 2025 Memorial Day event for staff and the trustees.
- The Holtermann family will begin removing the Wasco almond trees in the next few months. Consideration will be given to services at the cemetery.
- The CAPC 67<sup>th</sup> Annual Conference The CAPC 67<sup>th</sup> Annual Conference was held on March 14<sup>th</sup> – 15<sup>th</sup>, 2025, at the Embassy Suites in Seaside, CA., and was attended by Trustees Braun, Ezell, and Olsen, Manager Caudillo, Superintendent Carender, and Secretary Reveles. This conference satisfied the required Harassment Prevention Training. The conference also includes the Brown Act Compliant Agenda Development and Preparation training. The Honorable Karen O’Neil, attorneys, Robert Hunt, and Mark Velasquez were key speakers. Manager Danny Brown of the Arvin and Tehachapi Cemetery presented the Brown Act Agenda Development and Preparation.

Reinvestment of Endowment Care Principal

The District had the Pennsylvania Econ. Development (CUSIP #70869HAX3) for \$50,000.00 mature on March 1, 2025. Following the recommendation of Sandra Wheeler, the Stifel Advisor, for reinvestment of these funds according to the District Policy and Government Code §53601, which outlines the percentages that are allowed for the permitted indebtedness. Manager Caudillo requested that any funds available be invested in the following options: If these exact investments are not available as of the date of the decision of the Board, these funds will be invested as stated or in a similar investment.

**Corporate Bond**

<u>Description</u>	<u>Rating</u>	<u>Coupon</u>	<u>Call</u>	<u>Maturity</u>	<u>Y-T-M</u>
Centerpt. Energy	A2/A	4.80%	02/30	03/30	4.514%
Capital Imp. Prtn	-/A+	5.20%	DOH	03/30	5.200%

**Agency Bonds**

<u>Description</u>	<u>Rating</u>	<u>Coupon</u>	<u>Call</u>	<u>Maturity</u>	<u>Y-T-M</u>
Federal Ag Mtg. Corp	-/-	4.50%	03/27	03/30	4.388%
Federal Ag Mtg. Corp	-/-	4.75%	03/26	03/30	4.637%

**Certificate of Deposit**

<u>Description</u>	<u>Rating</u>	<u>Coupon</u>	<u>Call</u>	<u>Maturity</u>	<u>Y-T-M</u>
Ubs Bk Usa	57565	4.10%	DOH	03/29	4.10%
Ubs Bk Usa	57565	4.10%	DOH	03/30	4.10%

\*CD are callable upon Death of Holder

**Treasury Bond**

<u>Description</u>	<u>Rating</u>	<u>Coupon</u>	<u>Call</u>	<u>Maturity</u>	<u>Y-T-M</u>
US Treasury Bond	Aaa/NR	5.250%	N/A	11/28	3.852%
US Treasury Bond	Aaa/NR	5.250%	N/A	02/29	3.757%
US Treasury Bond	Aaa/NR	6.250%	N/A	05/30	3.918%

*The motion was made to invest available Endowment Care funds of \$50,000.00 plus accrued interest into the Corporate Bond of Centerpoint Energy or the Agency Bond of Federal Ag. Mtg. Corp. If neither of these investments is available, then Sandra Wheeler, the investment advisor, may select a similar available investment by Trustee Olsen and seconded by Trustee Ezell; 3 ayes, unanimous.*

Authorization of Signatures

WestAmerica Bank requires a resolution to authorize signatures. The Board signed resolution 2024/25-01. This resolution is authorized under the Health and Safety Code section 9041, allowing the Board to adopt any necessary rules and regulations as needed to run the District.

*The motion was made by Trustee Olsen and seconded by Trustee Ezell to authorize the resolution 2024-25-1; 3 ayes, unanimous.*

The Board signed the updated signature cards for the County of Kern that allow them to sign for the District with the County of Kern. The County asked that one person be authorized to allow new signers and to be able to revoke signers. The Manager will be this person and will review signers to add new and remove old signatures.

*The motion was made by Trustee Olsen and seconded by Trustee Ezell to allow all Trustees to sign at the County, along with Manager Caudillo, Secretary Reveles, and Superintendent Carender. The Manager will be the signer to approve/revoke signature cards; 3 ayes, unanimous.*

Trustees' Comments

Trustee Olsen: Enjoyed the Combined Group session at the conference.

Trustee Ezell: Would like a discussion of possibly having a 5-member Board at a future Board meeting.

Trustee Braun: Liked the phrase "There are no dumb questions here." He would like discussion of the following items at future Board meetings: 5-member Board, a Strategic Plan (possibly a separate meeting or expanded regular meeting), spending interest of the Endowment Care Fund, Contract Fund annual withdrawal, placing money in designated accounts such as Capital Projects, Record Retention Policy review. Purchase a large digital 3-minute timer for public comments.

Adjournment

The meeting was adjourned at 1:08 pm by Chairman Braun. The next regular meeting is scheduled for April 17, 2025.

Signed,

Eliza Caudillo  
District Manager