

Kern County Cemetery District
Minutes for
June 19, 2025

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

Call to Order: Call to Order at 12:00 p.m. by Chairman Braun. Chairman Braun led the flag salute.

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

Employees: Eliza Caudillo, District Manager; Denton Carender, Superintendent; Alicia Reveles, Secretary.

Visitors: Jasmine.

Public Comment: None

Consent Calendar: Minutes of the regular Board meeting for May 2025. The payroll warrants for 25/10 through 25/11 were approved. Vouchers, checks, and financial reports for May 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 8 services in Shafter and 12 services in Wasco for the month of May 2025. This gives us 250 services for the fiscal year to date. We are at a 21% cremation rate.
- Memorial Day 2025: Both the Shafter and Wasco Memorial Day events were well attended. Staff at both locations worked diligently to prepare the grounds for the event. This was the first year that cemetery staff were required to organize the event, as the VFW had disbanded. Nayeli Delgado did an excellent job contacting speakers. Shafter and Wasco's Police, Wasco State Prison Honor Guard, and Fire Department did an excellent job representing their community. Assemblywoman Dr. Jasmeet Bains also participated in the event as a speaker.
- Section B Development: The Prebid Conference took place on May 20, 2025, at the Shafter Cemetery. The Bid Opening took place at the office of Provost and Pritchard, located on Mill Rockway in Bakersfield. The Notice of Award will be issued within 90 days of the Bid Opening date. The tentative Notice to Proceed is scheduled for June 23, 2025, and the contractor will commence work within 14 calendar days of receiving the Notice to Proceed.

Budget 2025-26 – Initial Review

The Board discussed the draft budget for 2025-26 as presented by Manager Caudillo. The final two months of the current fiscal year are estimates. This is a discussion item; no action will be taken.

Based on the information available to date, the budget was set at \$3,620,062. The First Look budget was a balanced budget and included a potential Cost of Living Adjustment (COLA).

The 2025-26 Budget will include Capital Projects, allotting funds for tree removal, well/pump repairs as needed, development of Section B, and the installation of irrigation for this development. Additionally, it will cover the engineering and construction of a new shop/office at the Wasco Cemetery, as well as various smaller projects. Review and discussion only.

No action taken.

Annual Tax Appropriation Limit

California adopted Proposition 4, which added Article XIII B to the California Constitution. This proposition, known as the Gann Act, limits the amount of tax proceeds that state and local government agencies can receive and spend each year. This amendment was modified by the passage of Proposition 111 on June 5, 1990. If our tax revenue exceeds the District's initiative limit, we are obligated to return the excess to the public. It is required that this limit be adopted by the Trustees each year at a public Board meeting. The Board took action to adopt the appropriation limit prior to the adoption of the District's 2025-26 Budget. Our Appropriation Limit this year is \$2,807,102. Our property tax received was \$1,180,122.

The motion to certify that the Kern County Cemetery District property tax appropriation is below their limit of \$2,807,102 was made by Trustee Olsen and seconded by Trustee Ezell; 3 ayes, unanimous.

Employee Negotiations

The Negotiation Committee, consisting of Trustee Olsen, Superintendent Carender, and Manager Caudillo, met at the request of the Board on June 6, 2025. The Employees MOU ENC Employee Negotiation Contract expires on June 30, 2026. The ENC calls for the Board to evaluate the District's financial position, as well as April's Western Region CPI of 2.1%, in determining any applicable COLA. The Negotiation Committee brought to the Board the consideration for a 3% COLA for all employees.

The motion to authorize 3% COLA for all staff. The 3% COLA will be effective as of Pay Period 25-14. The motion was made by Trustee Olsen and seconded by Trustee Ezell; 3 ayes, unanimous.

Section B Development

Provost and Pritchard have worked to obtain RFPs for the development of Section B. A Pre-Bid Conference was held at Shafter Cemetery on May 20, 2025. Bid packets were available at Provost and Pritchard, encompassing the specifics for the Section B development. The sealed bids were opened on May 30, 2025, and the information was relayed to Manager Caudillo by Provost and Pritchard. The Board was provided with the quotes as part of the June Board meeting for review. Below is a summary of the bids received for Section B construction:

• 99 Pipeline, Inc.	\$668,493.15
• Griffith Co.	\$601,155.00
• Cen Cal Construction	\$660,450.00
• SW Construction	\$774,404.89
• S&B Sons	\$938,386.68
• Superior Construction	\$851,866.64

A motion was made by Trustee Ezell and seconded by Trustee Olsen to authorize the use of Griffith Co. at \$601,155.00 to complete the development of Section B. These improvements include earthwork and site grading, as well as the construction of streets, curbs, gutters, median, sidewalks, and related storm drain facilities. 3 ayes, Unanimous.

Manager Caudillo also presented the bids received from various companies for the Material Testing, which is required for the development of Section B. The material testing includes storm drain backfill compaction testing. Subgrade testing for concrete curbing and gutters, concrete median, and sidewalk. Road paving subgrade compaction testing. Road aggregate base compaction testing. Sidewalk/drive approach and burbs and gutters for the expansion of the Shafter Cemetery. Bids as presented:

• G3 Quality (Provide their price sheet)	\$.00
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- BSK Associates \$10,929.00
- Krazan \$ 7,698.00

A motion was made by Trustee Olsen and seconded by Trustee Ezell to authorize the use of Krazan at \$7,698.00, to complete the Material Testing for Section B Development as required.

Garage and Shop Doors

The Shafter Cemetery garage is available for use as a storage facility. To secure this building secure for storage new doors will need to be installed. Manager Caudillo would also like to replace the dilapidated metal door on the small shop. Quotes were obtained for the replacement of these doors with metal rollup doors as listed below.

- King Doors \$20,149.80
- Kern Door \$16,400.00
- Varsity Door \$16,000.00

After due discussion, the Trustees requested new quotes be obtained for residential garage doors with remotes, rather than the metal rollup doors. This topic is to be brought back to the Board once new quotes have been provided.

No Action Taken.

Trustees' Comments

Trustee Olsen: Requested Manager Caudillo provide a Manager's Contract for Employment soon.

Trustee Ezell: Asked if the District has an eyewash station or some manner of wash for foreign objects in the eyes. Trustee Ezell also advised that he will not be available to attend the July 2025 meeting.

Trustee Braun: Presented drawings for the possible creation of a new office/shop for Wasco Cemetery. He also read a phrase on the overriding of Governor Newsome's Budget which will authorize Billions in additional spending to the State budget and will increase the deficit by five Billion dollars.

Adjournment

Chairman Braun adjourned at 1:45 p.m. The next regular meeting is scheduled for July 17, 2025.

Signed,

Eliza Caudillo
District Manager