

## **Kern County Cemetery District Minutes for**

**January 18, 2024**

**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; Belton Banks, Vice-Chair; Jerry Ezell, Secretary of the Board.

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

Visitors: Josh Banducci and Gilbert Carmona

Public Comment: None.

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular Board meeting for December 2023. The payroll warrants for 23-25 through 23-26 were approved. Vouchers, checks, and financial reports for December 2023 were approved. This was done by approval of the consent calendar by motion of Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.

### Management Update

- We had 17 services in Shafter and 7 services in Wasco for the month of December 2023. This gives us 143 for the fiscal year to date.
- California Association of Public Cemeteries will have the 66<sup>th</sup> Annual Conference on March 14<sup>th</sup> – 16<sup>th</sup>, 2024, at the Double Tree by Hilton in San Diego, CA. Reservations have been made for the 3 Board Members to attend and 3 cemetery staff members. It is advisable to attend to fulfill the required AB1234 Ethics Training.
- SDRMA Spring Education Day in Sacramento, CA. will be held on March 25<sup>th</sup> – 26<sup>th</sup>, 2024, at the Hilton Inn. This event will earn the District CPI credits. The approximate cost will be \$900.
- CSDA Legislative Days in Sacramento, CA, will be held on May 21<sup>st</sup> – and 22<sup>nd</sup>, 2024, at the Sheraton Grand Sacramento Hotel. This is an excellent event to meet and interact with State Legislators. The approximate cost will be \$750.00 per person. It is advisable for the Manager and a Trustee to attend.
- Manager Caudillo contacted the Shafter Police Department regarding possible vandalism and most definite disrespect that occurred sometime during the first few weeks of 2024. Unknown individual(s) threw eggs on graves, and what appeared to be sacrificial twine-wrapped meat was placed on various graves in the original part of the cemetery. It was distressing to members of the public who viewed the vandalism. Staff cleaned the headstones and area as promptly as possible.

Election of Officers

Each January, the Health and Safety Code section 9028 requires the Board of Trustees to elect officers for the Board for the upcoming fiscal year. The Board reviewed the positions and discussed the candidates for the upcoming 2024 year.

*The motion was made by Trustee Ezell and seconded by Trustee Banks to have Barry Braun as Chairman, Belton Banks as Vice-Chairman, and Jerry Ezell as Secretary; 3 ayes, unanimous.*

4<sup>th</sup> Quarter Review of Investments Election of Officers

The Investment Manager presented the Board with a letter explaining the investments of the District, including the Stifel, the County, and the WestAmerica investments. As of December 31, 2023, the District has \$8,638,030 as a combined investment of all accounts. The District has \$4,906,359 with the County of Kern and \$215,528 with WestAmerica Bank.

The amount that is in each Kern County Cemetery District account is as follows:

- Maintenance and Operation (M&O)           \$1,820,499
- Endowment Care                                 \$1,349,345
- Contracts                                         \$1,327,160
- Capital Projects                                 \$ 409,355
- Stifel                                             \$3,516,143
- WestAmerica Bank                             \$ 215,528

*The motion was made to receive and file this information and make it available to any who may wish to review its contents by Trustee Ezell and seconded by Trustee Banks: 3 Ayes, unanimous.*

Wasco Irrigation System VFD

The Wasco Cemetery irrigation system upgrade is well underway. The original quote did not include a Variable Frequency Drive. Kern Sprinkler provided quotes for a VFD (\$33,905.00), a VFD with 40hp Motor (\$60,585.00), and a new booster pump with VFD and filter, with enclosure 450 GPM (\$174,780.00), including all components. Each quote included demolition and haul-off.

*The motion was made to authorize the purchase of the VFD (\$33,905.00) by Trustee Ezell and seconded by Trustee Banks: 3 ayes, unanimous.*

Sale of Tax Default Property

Manager Caudillo presented the tax-defaulted consent document needed for the County Board of Supervisors Resolution #2023-285, dated November 8, 2023. The Board discussed the process and had no issues with the consent. The sale is to be done on March 11-13, 2023.

*The motion was made by Trustee Ezell and seconded by Trustee Banks to consent to the sale of tax-defaulted property within the District boundaries. The consent is to be signed by the Board Secretary and mailed to the County of Kern; 3 ayes, unanimous.*

Reinvestment of Contract Fund

This month, Stifel “called” a Contract Fund investment; Federal Home Loan Mtg Corp. note for \$100,000, which was not due to mature until 03/28/2025 but was callable effective 9/28/2023. Our Investment Policy requires that we diversify our investments as much as possible within the confines of the law. This will require the District to reinvest this money between a Corporate Bond, Treasure Note, Agency Bond, or a Certificate of Deposit.

*The motion was made to invest \$100,000.00, plus accrued interest, into the Capital Impact Prtn. Inv., with a Rating of -/A+, Coupon of 5.00%, Callable 01/26 and Maturity Date of 01/29, and Y-T-M of 5.0%. If this investment is no longer available, the next most similar investment would be acceptable. The motion was made by Trustee Ezell and seconded by Trustee Banks: 3 ayes, unanimous.*

Gas-Powered Edgers

California is moving to eliminate all gas-powered equipment and vehicles by 2035. As of January 2024, vendors can no longer order gas-powered edgers. There is a limited supply of gas-powered equipment in stock. Due to the manner in which the District edgers are used, it is believed the electric-powered edgers will not hold up the edging workload. Quotes were obtained from Kern River Power Equipment for 5 units for \$2,857.75; and California Turf Equipment & Supply, Inc. for 5 units for \$2,727.85.

*The motion was made by Trustee Banks and seconded by Trustee Ezell, to purchase as many units as possible, up to \$6,000.00, in anticipation of future needs and the limited availability of gas-powered equipment.*

Trustees Comments

Trustee Banks: Thanked Josh Banducci and Gilbert Carmona for attending the Board Meeting.

Trustee Ezell: None

Trustee Braun: None

Adjournment

The meeting was adjourned at 1:33 pm by Chairman Braun. The next regular meeting is scheduled for February 15, 2024.

Signed,

Eliza Caudillo  
District Manager