

**Kern County Cemetery District**  
Minutes for  
March 21, 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: None

Public Comment: By Proxy: Prefers restrooms remain open during working hours.

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular Board meeting for February 2024. The payroll warrants for 24-03 through 24-05 were approved. Vouchers, checks, and financial reports for February 2024 were approved. This was done by approval of the consent calendar by motion of Trustee Ezell and seconded by Trustee Banks; 3 ayes, unanimous.

Management Update

- We had 26 services in Shafter and 8 services in Wasco for the month of February 2024. This gives us 211 for the fiscal year to date.
- CAPC Annual Conference-2024, held in San Diego, CA, and was attended by Trustees Ezell, Banks, and Braun; staff members Caudillo, Carender, and Reveles. This conference satisfied the AB1234 requirements for public entities. Trustee Braun was awarded the Trustee of the Year Award.
- Neither staff nor trustees will attend the May 2024 - CSDA Legislative Days. Manager Caudillo will reach out to local representatives to attend a Board meeting.

Reinvestment in Endowment Care Principal

The Santander UK PLC Note with Stifel Investments for \$50,000.00 matured on March 13, 2024. Sandra Wheeler, the Stifel Advisor, provided several investment options. The Board elected to invest in the Barclays Bank PLC Note, with a coupon of 5.2%, and a YTM of 5.109%, callable in March 2026, due to mature in March 2027. The District policy requires us to diversify our investments as much as possible within the confines of the law. It is understood that this exact investment may not be available as of the date of the Board meeting, but Sandra Wheeler will select the most comparable investment available.

*The motion was made to invest \$50,000.00, plus available interest, in the Barclays PLC Note, at 5.2%, Due March 2027, callable March 2026. If this investment is no longer available, the next most similar investment would be acceptable. The motion was made by Trustee Banks and seconded by Trustee Ezell, 3 ayes, unanimous.*

Purchasing Policy and Procedures

The Board has requested a review of the current Purchasing Policy and Procedures. The last review was in January 2012. The Board reviewed the policy, made recommendations, and staff will bring the revised policy back for a final review at a late date.

*No Action at this time.*

Shafter Rental House

Eldalene Peters was the renter at the Shafter Cemetery rent house. A 10-year rental contract with Eldalene started in September 2009 and expired in 2019. Eldalene passed away in February 2024, and her son Joe Peters was living in the home as a caretaker for Eldalene. He has asked to continue to rent the home. At this point, the District is not ready to move forward on a decision regarding the future of the home. The Board discussed options to continue to allow a renter in the home.

*After due discussion, the Board of Trustees authorized the following: Manager Caudillo is to negotiate a rent payment, and a contract will be put into place for a 6-month term which is renewable every six months, depending on the cemetery's needs. Once a decision has been reached on the future of the rental the renter will complete that 6-month period and, there will be a final exit date not to exceed two months. The contract will include a Notice of Abandonment for items left in the home as of the final date. Joe Peters will pay rent, propane, and electricity. The District will continue to pay for the trash bin and water. A motion was made by Trustee Ezell and seconded by Trustee Banks. 3 ayes, unanimous.*

Trustees Comments

Trustee Banks: None.

Trustee Ezell: Consideration should be given to the cost of the conferences and staff/trustee attendance.

Trustee Braun: Barry is glad the Wasco Irrigation project is ending and the time for completion was perfect.

Adjournment

The meeting was adjourned at 1:52 pm by Chairman Braun. The next regular meeting is scheduled for April 18, 2024.

Signed,

Eliza Caudillo  
District Manager