

Kern County Cemetery District

Shafter Memorial Park Office
18662 Santa Fe Way, Shafter, CA

Call to Order: Call to Order at 12:00pm by Chairman Braun, Chairman Braun led 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 was absent due to illness.

Employees and Visitors: Timothy W. Unruh, District Manager; Eliza Caudillo, District Secretary; Denton Carender, District Superintendent.

Public Comment: None

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular board meeting for February 2020 as approved. The payroll warrants for 20-03 through 20-04 were approved. Vouchers, checks, and financial reports for February 2020 were approved. This was done by approval of the consent calendar by motion of Trustee Banks and seconded by Trustee Braun; 2 ayes, unanimous

Management Update

- We had 17 services in Shafter and 2 services in Wasco for the month of February 2020. This gives us 158 for the fiscal year-to-date.
- The manager brought up the website changes that will be made in the near future.
- The manager and board discussed the COVID-19 (Corona Virus) situation. It was discussed how fluid it is right now, and the manager will be continuing to monitor it. The board felt that the wish to keep the meetings monthly and not change the venue at this time.

Capital Needs for 2020-2021 Budget

The manager brought multiple items to the attention of the board. First is the need to include the replacement of small equipment for \$4,500, second is the need for a new utility cart for the Shafter Cemetery for \$13,000, also the inclusion of development money for the new section to be opened this next year for \$15,000. Lastly, the need to integrate the Wasco cemetery into a new irrigation controller and replace the controller at Shafter. No cost is available at this time for this and it will be brought back next month for review. No action taken.

Administrative Policy Change

The board reviewed the changes to the current Administrative Policy and made changes in the wording and correction in syntax. These changes will be brought back at the next meeting for final review. No action taken.

Adjournment

The meeting was adjourned at 1:25 by Chairman Braun. The next regular meeting is scheduled for April 16, 2020.

Signed,

Timothy W. Unruh
District Manager