

Kern County Cemetery District

Minutes for

June 17, 2021

Regular Board Meeting
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.

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

Public Comment: None

Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular board meeting for May 20, 2021, as approved. The payroll warrants for 21-09 through 21-11 were approved. Vouchers, checks, and financial reports for May 2021 were approved. This was done by approval of the consent calendar by motion of Trustee Belton and seconded by Trustee Ezell; 3 ayes.

Management Update

- We had 12 services in Shafter and 12 services in Wasco for the month of June 2021. This gives us 334 for the fiscal year to date.
- Memorial Day event was a success, and the Veteran's displays were well received by the public. Trustee Ezell requested we contact local news outlets for next year's Veterans Day events.
- Manager Caudillo was instructed to add Chairman Ezell and herself as signers for the Stifel account and remove Timothy Unruh. Signers are to be updated at WestAmerica after the August 2021 Board Meeting. Authorized signer will be Manager Caudillo, Secretary Reveles, and the three Board Members.
- Four Chinese Elm trees in Section New E near the baby garden are to be trimmed to allow grass to grow between the headstones.
- The Board cast their ballot for Patrick Ostly on the California Special Districts Association for the 2022-2024; Seat A – Central Network.
- The Board was apprised of the notice received from Shafter-Wasco Irrigation District of the shortage of water due to drought conditions. Staff was instructed to use pump or city water as long as available.
- Visalia Public Cemetery Association will be hosting the Region 9 Seminar, and Caudillo, Carender, and Reveles were instructed to attend the seminar on November 3, 2021.
- Quarterly staff meeting to be held on June 23, 2021.

Budget 2021-22 – First Look

The Board discussed the Draft budget as presented by Manager Caudillo. This budget has the final month of the current fiscal year estimated. This is a discussion item; no action will be taken. The draft did not include the increase in the Contingent Tax Liability (CTL). The Board requested Chris Albert's expertise as to whether the CTL figure should be included in the budget.

With the information we have to date, the proposed budget will be \$1,631,360. It is a balanced budget that includes the Board authorized COLA/Merit increase presented. The operational expenses were held below the proposed budget. The PERS UAL continues to be included in the budget. Workers Compensation saw a significant decrease as our Experience Modification continues to recoup from prior injuries. Property and Liability did see a 4% increase. The Board discussed including funds for tree removal. Engineering for the New Development was put on hold; and the Board opted to update the Shafter sprinkler system and install an automatic sprinkler system for Wasco. An adjustment to the proposed budget will be presented in the final budget in July. *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 2021-22 budget. Our Appropriation Limit this year is \$2,336,243. Our property tax amount received was \$855,402 as of the June meeting.

The motion to certify the Kern County Cemetery District property tax appropriation is below their limit of \$2,336,243 was made by Trustee Ezell and seconded by Trustee Banks; 3 ayes, unanimous.

Reinvestment of Endowment Care Principle

The District had a Stifel Money Market investment come due 6/7/2021. The recommendation from our investment advisor was to invest in the Municipal Brick Twp NJ Frenchs Landfill Solar Redevelopment with a coupon of 3.30%, and with at Y-T-M of 1.877%, or similar available investment.

The motion was made to invest in the Municipal Brick Twp NJ Frenchs Landfill Solar Redevelopment or similar investment was made by Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.

Honorary Membership – CAPC

Manager Caudillo presented to the Board letters requesting Timothy W. Unruh and Joel Bauer be allowed to retain their membership in good standing with the CAPC.

The motion was made by Trustee Ezell and seconded by Trustee Banks to allow letters to be presented to the California Association of Public Cemeteries granting Timothy W. Unruh and Joel Bauer Lifetime Membership in the organization. 3 ayes, unanimous.

Employee MOU Negotiations

Trustee Banks, Superintendent Carendar and Manager Caudillo, as the negotiation team, proposed to the Board a salary increase of \$1.00 per hour for the 4 groundsmen, and the 2 office personnel. The negotiation team also brought to the Board a COVID Safety incentive for safe practices and adhering to procedures implemented by management to keep staff safe from potential infection of the COVID virus. The incentive is to be paid on graduated amounts based on length of employment and employment status. Effective July 1, 2021.

The motion to authorize the negotiation's team offer for the annual COLA salary increase. The motion also included a Safety Incentive at

graduated amounts was made by Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.

Trustee Reports and Comments

Trustee Banks stated he was pleased to be a part of the negotiation team. He hopes to continue to work to establish a workable salary schedule and wants the best possible outcome for employees and the District.

Trustee Ezell was pleased with the pictures presented of the Memorial Day presentation.

Trustee Banks states he would like for Superintendent Carendar to enroll in SDLF and CAPC meetings to further his education in Cemetery procedures.

Adjournment

The meeting was adjourned at 3:15 pm by Chairman Braun. The next regular meeting is scheduled for July 22, 2021.

Signed,

Eliza Caudillo
Assistant Manager