

The North Kern Cemetery District Minutes of Regular Meeting held April 16, 2026

The North Kern Cemetery Board meeting was held at 627 Austin St., Delano, CA., at 4:15 p.m. The meeting was called to order by Andrew Mendoza, Present were Susana Valenzuela-Ajiboye, Alicia Santiago, Jorge Jaime Jr, Manager, and Connie Sandoval, absent Pearl Rivera

Audience: Fernando Bravo, Jorge Davila, and Gina Diaz

Public Comment:

Gina Diaz addresses the Board, stating that the reason she is here today is that her father passed away. She requested the corner lot at the time that the lot was available. She kept coming into the office, letting everyone know she wanted the lot next to her father. She feels she was not taken into consideration. There are so many other lots; why did they sell the one she was requesting? She feels there is favoritism here. The lot is now sold. Why was the family that purchased it able to buy it and not her?

Fernando Bravo addressed the Board, asking if the rules are being enforced. The seniors see lots of gatherings in the evenings. Are people calling to enforce the rules? Is security doing their job?

OPEN SESSION:

Approve Transfer of Revenue February 2026 to the County Treasurer for \$117,962.32.

Motion made by Susana Valenzuela-Ajiboye and seconded by Alicia Santiago. Motion passed. No nays.

Approve Transfer of Revenue March 2026 to the County Treasurer for \$83,512.42. Motion made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye. Motion passed. No nays.

Approve February 2026 Bill List for \$71,963.92. The bill list was reviewed, and a motion was made by Susana Valenzuela-Ajiboye and seconded by Alicia Santiago to accept the bill list. Motion passed. No nays.

Approve March 2026 Bill List for \$82,475.71. The bill list was reviewed, and a motion was made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to accept the bill list. Motion passed. No nays.

Approve Financial Report for October 2025. The financial report was discussed, and a motion was made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to approve the financial report. Motion passed. No nays.

Approve Financial Report for November 2025. Motion made by Susana Valenzuela-Ajiboye and seconded by Alicia Santiago to approve the financial report. Motion passed. No nays.

Approve Financial Report for December 2025. Motion made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to approve the financial report. Motion passed. No nays.

Approve Financial Report for January 2026. Motion made by Susana Valenzuela-Ajiboye and seconded by Alicia Santiago to approve the financial report with corrections on the divider section #12, change the year to 2026. Motion passed. No nays.

Approve Financial Report for February 2026. Motion made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to approve the financial report. Motion passed. No nays.

Approve Financial Report for March 2026. The Board tabled the March 2026 financial report.

Approve Profit and Loss Report for February 2026. Motion made by Susana Valenzuela-Ajiboye and seconded by Alicia Santiago to approve the profit and loss report. Motion passed. No nays.

Approve Profit and Loss Report for March 2026. Motion made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to approve the profit and loss report. Motion passed. No nays.

Approve February 12, 2026, Board Meeting Minutes. Motion made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to approve board minutes for February 12, 2026. Motion passed. No nays.

Regular Agenda:

Delinquent Account

The District Manager presented the Board with one account that is delinquent for non-payment. A certified letter was mailed and was due by yesterday, April 15th. The family did not pay and did not contact the office. Motion was made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to follow the same procedure and terminate the current delinquent account for Elizabeth Torres and Iris Gonzalez for non-payment. All payments shall be forfeited to North Kern Cemetery District. Motion passed. No Nays

Approve Purchase of RTV

The District Manager presented the Board with Kubota and Gator quotes for a new RTV for the grounds. The District Manager mentions that the District has been saving funds in the Document Fee Fund to purchase the RTV. The RTV is diesel. The electrical carts we have now, which were obtained through a grant, tend to die. The batteries run out, and replacement is expensive. While the electrical carts we currently have were useful, their suspension was not the best, and they can't hold much weight. RTVs can haul heavier loads and have good suspension. The District Manager gave the Board the option to finance the Kubota through LEAF financing to build credit or pay in full with the Document Fee Fund. Alicia suggests purchasing it in full because the interest rates seem ridiculous. A motion was made by Alicia Santiago and seconded by

Susana Valenzuela-Ajiboye to approve the purchase of the Kubota, paying in full from the Document Fee Fund, and applying for the new grant. Motion passed. No Nays.

4th of July Flower Pick Up

The Board discussed the flower pick up for the month of July. The District Manager informed the Board that the first Friday of the month falls on the day the office is closed, and having to pick up twice in one month confuses the community. Motion made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to have the July general clean-up on Thursday, July 2nd. Motion passed. No Nays.

Memorial Day

The District Manager informed the Board that Memorial Day is approaching quickly, and the American Legion will be handling the program, as in previous years. Mr. Rivera comes out every year to place the flags for the veterans. Andrew suggested that when the American Legion provides the District with the flyer, the District can share it as an event from the American Legion. This agenda item was informational only.

Update on West Side Columbarium

The District Manager informs the Board that the new West Side Columbarium installation requires a retaining wall, which we learned at the conference. A vendor at the conference brought this up to Alicia. The bushes placed on top of the columbarium began pushing against the granite. The grounds crew removed the dirt and replanted the bushes around the West Side Columbarium, which were also planted at the East Side Columbarium. The District Manager suggests adding foam as a retainer. Andrew requests to get quotes for the foam. The District Manager pointed out that, of course, we have already received negative reviews from the community. The complaint was that the bushes would obstruct the view and block the columbarium. The bushes will be kept at knee level and trimmed regularly.

Update on Expansions

The District Manager informed the Board that the District is awaiting approval from the City of Delano and that the plans and permits are still pending with the City. The District Manager also reported receiving an estimate for the steel building of \$165,000.00, plus labor costs. The Board discussed issues with 99 Steel's paperwork. LAV Pinnacle would like to know whether to acquire the remaining items from that vendor or use their preferred contractor. LAV Pinnacle recommended that the District proceed with a project management fee.

Emergency Action Plan – Jorge Davila

The foreman Jorge Davila presented to the Board the Emergency Action Plan for the District. He stated he attended this year's conference, where they talked about an emergency action plan. The District did not have one in place, so he was asked to create one. He presented a report with a map to the Board. Andrew asks him to correct his grammar on the report and map. The foreman went over his report with the Board. He stated that the District Manager, the foreman, and Jesus the Groundman II are responsible to shut off everything. Accountability for counting the staff is himself and Jesus. Also, he added the walking and driving distances to the hospital in case of an emergency. Susana suggests practicing the evacuation plan every month. Alicia states that the District does need an action plan in place for the employees. Also, she can help with the

revisions, and she suggests using Vizio for the map. The Board requested to make revisions and tabled the Emergency Action Plan for next month's board meeting.

Flooring Bid for Front Office

The Board was presented with quotes for the office floors to remove the existing carpet and place new flooring. The District Manager informed the Board that the office carpet has been there since it was built. The three bids are from three local vendors. One vendor provides a bid with prevailing wages, and the other vendor provides a bid without prevailing wages. Included in one of the bids is the installation of a buzzer for the front office door and relocating the District Manager's door. The Board discussed, and a motion was made by Alicia Santiago and seconded by Susana Valenzuela-Ajiboye to hire AKS to relocate the door and install the buzzer system, purchase tile from Stockdale Tile, and hire Carlos Macias to paint the inside of the office. Motion passed. No Nays.

Legacy Monuments CO. Unexpected Cost Increase Invoice

The District Manager informed the Board that his email was hacked and he was catfished. The person who hacked his email was pretending to be Alver from Legacy Monuments. The hacker was being persistent, wanting payment for the West Side Columbarium finished project. The hacker was insisting on receiving payment by wire transfer. The District Manager knew something seemed off and refused to send any payment. He notified the Board that Grapevine installed a new firewall for the office. Susana states she has lots of questions regarding the invoice provided. Susana would like Legacy Monuments to provide more proof. The Board discussed that the invoice that Legacy Monument provided doesn't show what he paid for on the columbarium and on the tariffs. Susana stated that they need more proof, like an original invoice, an original receipt, or a statement from the bank to show proof of payment. The Board tabled until more information is provided to the Board as requested.

Caves & Associates Renewal of Contract

Ken Caves from Caves & Associates' contract with the District expires on June 30, 2026. The District Manager presents the new contract to the Board. The Board discussed, and a roll call vote was taken for the approval of the Caves & Associates renewal contract.

Roll Call:

Susana Valenzuela-Ajiboye Yes

Andrew Mendoza Yes

Alicia Santiago Yes

Motion passed unanimously.

REPORTS

Manager's/Trustee's Reports: Burials: February Casketed: 25 Cremations: 5 Infants: 1

Disinterment: 0 Monthly Total: 31

YTD: 53 YTD Casketed: 47 YTD Cremations: 5 Infant YTD: 1 Disinterment YTD: 0

Manager's/Trustee's Reports: Burials: March Casketed: 16 Cremations: 11 Infants: 0

Disinterment: 0 Monthly Total: 27

YTD: 80 YTD Casketed: 63 YTD Cremations: 16 Infant YTD: 1 Disinterment YTD: 0

The District Manager informed the Board that the expansion is moving along. He recommends that the Board secure financing to speed up the expansion process. He also informed the Board that Xochitl is on leave but may possibly return to work tomorrow. He reminds the Board that Memorial Day is approaching. The District Manager provided some background on the woman who left the meeting. She is upset because the lot she wanted was sold for a burial. She believes we choose burial plots for families. Regarding the new district board member, he is aware that there are five candidates, but is not sure about their hiring process. He has not heard from David Couch's office. Additionally, the agenda package the District Manager prepares for meetings is quite thick, which is why he didn't print it. Since the District is going digital, he asks whether the Board prefers a printed agenda or if having it on the TV screen is okay. The Board agrees to view it on the TV, but if Pearl wants a copy, the District Manager can make one for her. The District Manager also informed the Board that Kern Brothers is charging an 8.7% fuel surcharge due to rising fuel prices. Due to the increasing fuel costs, the District Manager would like to discuss temporarily increasing the fuel cost since diesel prices have gone up.

Adjournment: Motion made by Susana Valenzuela-Ajiboye and seconded by Alicia Santiago that meeting be closed at 6:18 p.m. Motion passed. No Nays.

Minutes recorded by Connie Sandoval, Executive Assistant