

The North Kern Cemetery District Minutes of Regular Meeting held March 13, 2014

The North Kern Cemetery Board met at 4:15 PM at the regular meeting place, North Kern Cemetery District office at 627 Austin Street, Delano, California. The meeting was called to order by Chairman Rueben Pascual. Present were Hubert Rabanal, Rueben Pascual, Ruby Hill, Jose Hernandez, Johnny Munoz and Manager Jim Ludy. Absent: None.

Audience: None

Public Comment: None.

Transfer of Revenues collected during the month of February 2014, in the amount of \$38,821.67 to the County Treasurer for deposit. Johnny moved, Ruby seconded, motion passed.

Approve January 2014 Bill List: Manager was asked clarify the AT&T, Dial Long Distance, California Valley Vault, City of Delano and the four invoices listed as reimbursements. Jose moved to pay the bills as presented, Ruby seconded, motion passed.

February 13, 2014 Board Minutes: The February board minutes were submitted for review and approval. Hubert noted that he was late for the February meeting due to jury duty. Hubert moved to approve the minutes as submitted, Johnny seconded, motion passed.

February 2014 Financial Report: Hubert moved to approve the report as presented, Johnny seconded, motion passed.

Shinault-Baker 2013-2014 Engagement Letter: Ruby moved that we not sign the engagement letter, Johnny seconded, motion passed.

Construction Project Phase II Bids: After discussion and a trip to the construction site Johnny moved that we contact the engineer to change the roadway extension plans to line up with our existing roadway and to have the companies bidding resubmit their bids accordingly to reflect the change, Hubert seconded, motion passed.

605 Austin St. Residence: Manager presented estimates of value to the District from approximately 135 burial lots that could be available by acquiring this residence. After much discussion, the Board directed the Manager to inform the owner the District is not interested at this time.

California Form 700: Manager presented the statement of economic interest forms to the Board for their attention. No action taken.

Manager/Trustee's Reports: Manager reported 31 internments for February. Manager also reported on the upcoming CAPC Annual Meeting and a recent visit from a representative of Supervisor Mick Gleason. Jose reported on the possibility of adding a year to date column to our bill list for quick reference and the need for more detail in our District's employee handbook. Hubert reported on the great look of our new gates and the storm damage caused by an uprooted tree and the need for improved phone etiquette at the District office. Johnny reported on the security lighting scheduled to be installed by SCE in the near future and welcomed Jose to the Board.

Discussion Item: No action can be taken:

- A. Memorial Day May 26, 2014. Manager will follow up on a suggestion for a guest speaker and will contact the honor guard. Johnny volunteered to MC the event this year and work with the singing group on timing. Jose has several groups from the McFarland area that might be available to help out.
- B. The District received a quote from Bowman Asphalt to patch and seal all the cemetery roads for future reference and planning.

Adjournment: Johnny moved, Rueben seconded, motion passed 5:50 pm.

Minutes recorded by Jim Ludy, Manager N.K.C.D.