

The North Kern Cemetery District

Minutes of Special Planning Meeting held June 17, 2014

The North Kern Cemetery Board met at 10:00 AM 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, Johnny Munoz, Ruby Hill, Jose Hernandez and Manager Jim Ludy. Absent None.

Audience: None

Annual Planning Meeting: Discussion Items.

- A. **Phase II of Columbarium Project:** Fence relocation, restroom renovation and roadway extension along with security lighting and landscape design were discussed.
- B. **Cemetery Roadway Maintenance:** Patching and sealing of existing roadways to insure there longevity was discussed.
- C. **East/West Cemetery Gates:** The replacement of the three main entrance gates along with beautification ideas were discussed.
- D. **District Office Exterior Paint and New Computer:** Exterior paint and computer station in our conference room was debated.
- E. **Cemetery Fountain:** Our water feature needs some electrical repair. Discussion about the repair, removal, replacement or remodel of our vintage fountain.
- F. **Grass Improvement:** Discussion about the effort to eliminate broadleaf weeds from our existing grass through the use of selective or pre-emergent herbicides.
- G. **Veteran's Memorial Expansion:** Options were discussed to expand our Veteran's Wall and the amount of space remaining at this time.
- H. **Expansion Plans:** Plans will start soon to facilitate a smooth transition into our undeveloped ground. Possible addition of more water storage capability.
- I. **Document Storage:** Discussion of the storage of old documents, the time frame for retention of documents and possible remedies to better use our existing storage space.
- J. **Evaluation Procedures:** Discussion of the importance and need to have annual evaluations and approved forms for all personnel.
- K. **Shop and Grounds Expansion:** General discussion of expanding our existing shop area or building a new shop in the newer undeveloped area of our grounds. Also the feasibility of purchasing additional cemetery grounds south of our current grounds was discussed.
- L. **Security Lighting:** New technology may allow for solar lighting to provide a safer cemetery at night.
- M. **Street Names:** In an effort to make it easier for visitors to be directed to specific graves, the naming of cemetery streets on maps and street signs was discussed.

Prioritization; the Board identified three projects for the 2014-2015 fiscal year budget.

1. **Phase II of our columbarium project.**
2. **East/West Entrance Gates Replacement.**
3. **Veteran's Memorial Expansion.**

Manager/Trustee's Reports: Manager reported on the need to have a District Treasurer to be named in our new investment policy. Jose Hernandez volunteered and was appointed treasurer.

Adjournment: Jose moved, Johnny seconded, motion passed 11:47 AM.

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