

## **The North Kern Cemetery District Minutes of Regular Meeting held August 14, 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.

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**Audience:** None.

**Public Comment:** None.

**Transfer of Revenues** collected during the month of July 2014, in the amount of \$44,133.73 to the County Treasurer for deposit. Johnny moved, Jose seconded, motion passed.

**Approve July 2014 Bill List:** Manager was asked to clarify the Caves and Associates, LAFCO, Kirk and Simas and the Edison invoices. Johnny moved to pay the bills as presented, Jose seconded, motion passed.

**July 10, 2014 Board Minutes:** The July 10, 2014 Board minutes were submitted for review and approval. Jose moved to remove the public comment section of the minutes pending a review by our attorney, and to approve the remainder, Hubert seconded, motion passed four ayes and one no. (Johnny)

**July 24, 2014 Special Meeting Minutes:** The July 24, Special Meeting minutes were presented for approval. Johnny moved to approve the minutes as submitted, Ruby seconded, motion passed.

**July 2014 Financial Report:** Manager pointed out that all funds moved to Wells Fargo Advisors is reflected on this report. Johnny moved to approve the report as presented, Jose seconded, motion passed.

**Niche Bronze or Engraving:** The Board discussed the pros and cons of the various ways to inscribe our niche shutters. Johnny moved to engrave the niche shutters with standardized lettering, to increase the price by \$100/niche and to charge \$150 for a replacement shutter in the event of a second urn interment, Ruby seconded, motion passed.

**Investment Policy: Resolution #02-14:** Our attorney presented resolution #02-14 for the Boards review and approval. . Johnny moved to approve the resolution, Ruby seconded, motion passed unanimously by roll call vote.

**Uniform Service Bids:** Manager presented four bids for review. After discussion, Johnny moved to let the manager select and present a contract for the Board at our next meeting, Ruby seconded, motion passed.

**CAPC Education Seminar: Oct. 9 – 11, 2014:** Johnny moved to have the manager reserve rooms for the upcoming conference, Hubert seconded, motion passed.

**Manager/Trustee's Reports:** Manager reported 24 internments for July, 2014. Manager reported on designing our three east/west entrance gates to allow us to seek bids and the roadway and restroom project adjacent to the columbarium needs to get started. Manager reported on the estimated expense of adding a computer station to our conference room and the need to paint the exterior of our office. Ruby reported on the need to be diligent in keeping our sprinkler water out of the city roadways. Hubert reported on the need to replace vases that were damaged years ago in an effort to eliminate standing water breeding areas, the procedures for families wishing to replace pictures in headstones and the Board's willingness to try new ideas going forward. Johnny reported on our Phase 2 project and the need to keep the Board informed. Jose reported he is happy to serve the District. Rueben reported he will be out of town for our next meeting.

**Discussion Item: No action can be taken:**

- A. East West Entrance Gates. Manager hopes to have plans available for review by next month. No Action Taken.
- B. Water Wells. Manager discussed our east side well pumping sand and plugging sprinklers. Hydratec is looking into a sand trap filter and the cost. No Action Taken.

**Adjournment:** Johnny moved, Ruby seconded, motion passed 5:46 PM.

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