

# **The North Kern Cemetery District**

## **Minutes of Special Planning Meeting held June 16, 2016**

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, Pearl Rivera, Ruby Hill, Jose Hernandez and Manager Jim Ludy. Absent None.

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**Audience:** None.

**Annual Planning Meeting:** Discussion Items.

- A. **Columbarium Security Light:** Installation of quality light discussed.
- B. **District Office Exterior Paint:**
- C. **District Software Upgrade:**
- D. **Master Plan:** Plans will start soon to facilitate a smooth transition into our undeveloped ground. Possible addition of more water storage capability.
- E. **Shop House Demolition:**
- F. **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.
- G. **Columbarium Gazebo Plan:**
- H. **Grasshopper Dethatcher Attachment:**
- I. **East Side Hand-Set Sprinkler Overhaul:**
- J. **Flower Policy:**
- K. **District Software Upgrade:**
- L. **Upright Monument Section:**
- M. **Pomfret Cemetery Boundary:**
- N. **Office Furniture:**
- O. **Semco Grave Digger Repair:**
- P. **District Tree Maintenance:**
- Q. **Property for Expansion:**
- R. **Increased Staffing:**
- S. **Electronic Agendas:**
- T. **All in One Copy Machine:**
- U. **Proper Flag Disposal:**
- V. **Restroom Hours of Operation: Hand Dryers:**

After discussion, eight items were prioritized for the 2016-2017 fiscal year.

1. Master Plan.
2. Record Keeping Software.

3. Office External Paint.
4. Columbarium Gazebo Plans.
5. Shop House Demolition.
6. Plans to Rehab East Side Sprinklers.
7. Up-Right Monument Section.
8. Pomfret Cemetery Boundary.

**Manager/Trustee's Reports:** Manager reported on the District's Conflict of Interest Code. Counsel will review.

**Adjournment:** Jose moved, Pearl seconded, motion passed 12:05 PM.

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