BOARD OF TRUSTEES MEETING
AGENDA

Regular Meeting
Tuesday, March 17, 2026 @ 9:00 AM

District Administrative Office
8441 Burlando Road
Wofford Heights, CA 93285 County of Kern

A. CALL TO ORDER

B. **ROLL CALL OF THE BOARD :** _____ Mike Ryan _____Kathy Agapiou _____ Deborah Hess

_____ Esteban Olivares _____ Kat Barnum

C. PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

D. PUBLIC REQUESTS, COMMENTS OR PRESENTATIONS

This portion of the meeting is reserved for people to address the Board on any matter not on this agenda but under the jurisdiction of the Board. Board members may respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for factual information or request staff to report back to the Board at a later meeting. Also, the Board may take action to direct the staff to place a matter of business on a future agenda. SPEAKERS ARE LIMITED TO THREE MINUTES. PLEASE STATE YOUR NAME BEFORE MAKING YOUR PRESENTATION. THANK YOU! (Gov. Code Sec. 54953)

E. CONSENT AGENDA:

The following items are considered routine and non-controversial by District Staff. Consent items are ACTION items, and they may be approved with one motion if no member of the Board or member of the public wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and approved separately.

1. **Regular Board Meeting Minutes –** February 9, 2026
2. **Financial Report –** February 2026, Account Balances and P&L
3. **Cemetery Monthly Payment Report -** February 2026
4. **Authorize Transfer of Funds from 42012 to 42010 for Pre-Need Services Executed**

Action

F. AUDIT Report:

1. Fiscal Year 23/24 (Tentative) ***Action***

G. MANAGER'S REPORT *(Information Only)*

Orion Sanders, District Manager

1. **Audits –**23/24 in progress
2. **Finances –** Monthly Payment Report
3. **FEMA/CalOES Project –**WZI A&E project will need funding
4. **Well Project –** Cleanout Report, New well funding
5. **Cemsites Software –** Continue Pre-need data clean-up
6. **Groundskeeping –** Solar performance report, sunken graves buried
7. **Volunteer Projects –** Camp Owens Historic Cemetery weeds
8. **Improvements –** Fence Gates installed 2 locations, cement rack moved, hot water heater
9. **Marketing –** Pre-need flyer Distribution, Pre-need Chamber ads, Newspaper?
10. **Events –** Historic WFD Tours, Pre-need workshops Apr. 11th & Oct. 10th
11. **Training –** Round Table, Madera

H. OLD BUSINESS:

1. 2026 Goals and Objectives
2. Dry Landscape Concept Design
3. CAPC Annual Conference March 19-21, 2026

I. NEW BUSINESS:

1. Credit Card Fees ***Action***
2. Revised Headstone Policy ***Action***
3. Revise Burial Setup Option cost ***Action***

J. DIRECTORS COMMENTS OR REPORTS NOT APPEARING ON THE AGENDA

Board Member Announcements or Reports (Information Only): On their own initiative, Board members may make an announcement or a report on their own activities. They may ask a question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. (Gov. Code Sec. 54954.2[a])

K. ADJOURNMENT

Next Regular Board of Trustees Meeting: April 14th, 2026 @ 9:00 AM

The Kern River Valley Cemetery District does not discriminate based on disability in the access to, provision of or employment in its programs and activities pursuant to 29 United States Code Section 12132 and California Civil Code Section 34. Information regarding the rights provided under the Americans with Disabilities Act (ADA) may be obtained from the District Office. If you need special assistance to participate in any meeting, please contact the District Office at (760) 376-2189 to make reasonable arrangements to ensure accessibility to this meeting.