



**BOARD OF TRUSTEES MEETING  
AGENDA**

**Regular Meeting  
Tuesday January 13th, 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 – December 9, 2025**
- 2. Financial Report – December 2025, Account Balances and P&L**
- 3. Cemetery Monthly Payment Report - December 2025**
- 4. Authorize Transfer of Funds from 42012 to 42010 for Pre-Need Services Executed**

**Action**

**F. AUDIT Report:**

- 1. Kevin Brejnak, District Auditor –**
  - a. Fiscal Year 22/23**

**Action (receive and file)**

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

### **Orion Sanders, District Manager**

1. **Audits** –22/23 complete
2. **Finances** – Monthly Payment Report
3. **FEMA Project** –WZI A&E complete, project will need funding
4. **Cemsites Software** – Continue data clean-up
5. **Groundskeeping** – Solar performance report, Headstone cleaning and leveling
6. **Volunteer Projects** – Spread Granite/Memorial Garden, Bury upper driveway drip line
7. **Improvements** – Fence Repair in 3 locations
8. **Marketing** – Brochure Distribution
9. **Events** – Historic WFD Tours Feb. 14th, Pre-need workshops Apr. 11<sup>th</sup> & Oct. 10th
10. **Training** – None

## **H. OLD BUSINESS:**

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

**Information**

## **I. NEW BUSINESS:**

1. Election of Officers

**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: February 10th, 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.*