

KERN RIVER VALLEY CEMETERY DISTRICT

REGULAR BOARD OF TRUSTEES MEETING – TUESDAY, November 11, 2025 @ 9:00 AM

BOARD OF TRUSTEES MEETING MINUTES

Regular Meeting - Tuesday November 11, 2025 @ 9:00 AM

District Administrative Office

8441 Burlando Road

Wofford Heights, CA 93285 County of Kern

A. CALL TO ORDER at 9 am

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 – October 14, 2025
2. Financial Report – October 2025, Account Balances and P&L
3. Cemetery Services Payment Record - October 2025
4. Authorize Transfer of Funds from 42012 to 42010 for Pre-Need Services Executed

Action: First motion by Trustee Oliveras, seconded by Trustee Barnum. Abstain by Trustee Hess and motion passed unanimously by vote

Items reviewed and approved in one motion unless noted otherwise.

F. **AUDIT Report:**

1. Kevin Brejnak, District Auditor –

a. Fiscal Year 21/22 Action (receive and file)

Audit tabled to next meeting due to a couple outstanding items that need addressed.

G. MANAGER'S REPORT (Information Only)

Orion Sanders, District Manager

1. Audits –21/22 complete – Table to next meeting per Manager Orion
2. Finances – Monthly Payment Report – **Making some changes and cuts in different areas along with a 2026 payment schedule.**
3. FEMA Project – Bid from WZI to perform A&E, project has moved from FEMA to CALOES for completion. **Meeting last Friday. FEMA will close out and Orion to meet this Friday with a push to get these projects completed.**
4. Cemsites Software – Data clean-up. The data itself will be a long-term, time-consuming project. Cemsites is well on its way.
5. Groundskeeping – Current Well investigation, Water surveyor, Solar performance report, Headstone cleaning and leveling
Kern Well – Paiute Pump, per approval came last month and pulled out all the pipe and pump. They are waiting for dirt to settle so they can drop a camera down and look. On-going investigation.
Water finding company identified a new location. If we move forward, a location to drill has been found on south end near the laydown yard, which is different from the last time. The old location was near to the old well. New location identified. Orion hopes funding will come in so we can move forward. Solar is project is phenomenal. Little projects being completed
6. Volunteer Projects – None currently - Drip system was buried
7. Improvements – None currently – Holding off until approved funding and focused on completing tasks that can be done without water.
8. Marketing – Brochure Distribution – Ordered more brochure holders that she can take out to sites.
9. Events – Veterans Day – Honoring Frank and dignitaries will be present to celebrate our 99-year-old WWII Veteran.
10. Training – On-Line Ethics Seminar Nov 12, Anti-Harassment Training Dec 10. Self-paced class available for those that are working tomorrow.

All old and new Trustees of the Board shall complete the seminar and anti-harassment training by designated dates.

H. OLD BUSINESS:

1. 2025-2026 Goals and Objectives – On hold as we complete priorities and wait on funding. Last week was a full week with almost a burial every day.
2. Historic Kernville Cemetery Information -We do not have to register the cemetery as a National Historic Landmark because there is a landmark there, it is the only above water line Serviced

California #132 Historical Landmark since the 40's. Orion gives backstory. Sign will be changed to a California Historical Landmark. Signs to be changed out per Orion. KERNVILLE – WHISKEY FLAT Historical Landmark

I. NEW BUSINESS:

1. Dry Landscape Concept Design. Request to obtain Quote Action – Met with Landscape Architect for two hours. Spoke about low water landscaping, turning some areas into crushed granite. Horseshoe up top could be crushed granite and want to work on conceptual design, breaking it into phases based on what we can afford each year. Asked for a QUOTE

Orion suggests that drilling a third well and not getting the water could be very damaging. Question posed of how many times can we drill and then run out of water

Orion and Reno are dividing up and attending the Conference this weekend.

Action: First motion by Trustee Oliveras, seconded by Trustee Hess. Motion passed unanimously by vote

2. Board Trustee Olivares and Barnum term expiration Information

Terms are expired and both are encouraged to reapply and contact the county.

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 at 9:20 am

Action: First motion by Trustee Barnum, seconded by Trustee Hess. Motion passed unanimously by vote

Next Regular Board of Trustees Meeting: December 9th, 2025 @ 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.