

KERN RIVER VALLEY CEMETERY DISTRICT
REGULAR BOARD OF TRUSTEES MEETING – TUESDAY, October 14, 2025 @ 9:00 AM



BOARD OF TRUSTEES MEETING
AGENDA

Regular Meeting
Tuesday October 14, 2025 @ 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. Special Board Meeting Minutes – September 2, 2025**
- 2. Regular Board Meeting Minutes – September 9, 2025**
- 3. Special Board Meeting Minutes – September 22, 2025**
- 4. Financial Report – September 2025, Account Balances and P&L**
- 5. Cemetery Services Report - September 2025**
- 6. Authorize Transfer of Funds from 42012 to 42010 for Pre-Need Services Executed**
- 7. Formal Request from Kern County Requesting Financial Support for Audits**

Action

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F. AUDIT Report:

1. **Kevin Brejnak, District Auditor –**
 - a. Fiscal Year 20/21

Action (receive and file)

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

Orion Sanders, District Manager

1. **Audits** – 20/21, 21/22
2. **Finances** – Monthly Payment Report
3. **FEMA Project** – Bid from WZI to perform A&E
4. **Cemsites Software** – Data clean-up & monthly invoices, quick books integration
5. **Groundskeeping** – Well performance, Solar performance report, Memorial Garden cleanup
6. **Volunteer Projects** – Drip line burial, Headstones
7. **Improvements** - Flag lowering & Pole lights
8. **Marketing** – Brochure Distribution
9. **Events** – Veterans Day
10. **Training** – On-Line Ethics Seminar Nov 12

H. OLD BUSINESS:

1. 2025-2026 Goals and Objectives
2. Historic Kernville Cemetery

Information

I. NEW BUSINESS:

1. Well funding, repair and drilling options

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: November 11 (Veterans Day), 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.