



**BOARD OF TRUSTEES MEETING  
MINUTES**

**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**

- Chair: Mike Ryan

**B. ROLL CALL OF THE BOARD :  Mike Ryan  Kathy Agapiou(excused absence)**

**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 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)**

- **Speaker:** Catherine Stackowiak

**E. Consent Agenda**

1. Regular Board Meeting Minutes – December 9, 2025
  - **Motion:** 1st Deb Hess, 2nd Esteban Olivares – **Passed**
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
  - **Approval of Consent Agenda:** 1st Deb Hess, 2nd [Noted in minutes] – **Passed**

## **F. AUDIT REPORT**

### 1. Kevin Brejnak, District Auditor – Fiscal Year 22/23

- Discussion: Call Kevin only if questions arise
- **Motion to accept audit report:** 1st Esteban Olivares, 2nd Deb Hess – **Passed**

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

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

#### **1. Financial Reports:**

- Lack of financial reports and records for several months leading to transition in management
- Monthly report distributed for review
- Preneed fulfillment ongoing
- WZI completed; awaiting funding and reimbursement
- Well project priority before other expenditures

#### **2. Cemsites Data Cleanup:**

- Discovered missing Preneeds in Cemsites
- Found in old paperwork before digging
- Reserve spots confirmed

#### **3. Grounds & Solar:**

- Software hiccup last week
- Headstone cleanup and leveling: Reno's top priority
- Flowerpot cleanup requests
- Camp Owen's boys scheduled for fence repairs (Fri & Sat)
- Brochure distribution
- Historical tours for WFD
- Preneed workshops scheduled April 11 & Oct 10
- Training: none currently scheduled

#### **4. Well Project:**

- Grant paperwork in progress (halfway done)
- Quote for drilling/interconnection: approx. \$14,000
- Discussion: refurbish existing well for minimal water needs
- Weed control and grass seeding updates
- Special meeting needed to vote on remaining funds
- Secure funding for WZI
- Dry Landscape Concept Design quote on hold until well funding secured
- Long-term: move toward less water usage

#### **5. Grants & Conference:**

- Grant paperwork in progress (halfway done)
- Special district grants limited
- Conference: March 19–20, 2026
- Scholarships sent for Deb, Kat, Tara

## H. OLD BUSINESS

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

## I. NEW BUSINESS

### 1. Board Actions:

- Motion to keep Kathy on board: 1st Esteban Olivares, 2nd Teresa Barnum – **Passed**

### 2. Election of Officers:

- All members confirm current positions
- Interim Vice Chair: Deb Hess until Agapiou recovers
- Motion: Kat Barnum, Second: Esteban Olivares – **Passed**

### 3. Agapiou remains on board despite absence (hospitalized)

## 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])

- Addressed false narratives about budget from last month's meeting
- Clarified audit process and inaccuracies in prior claims
- Explained Kern County software transition issues
- **Motion to accept Director's comments:** Motion: Deb Hess, Second: Kat Barnum – **Passed unanimously**

## K. ADJOURNMENT

Adjournment at 9:43 AM

1. Next Regular Board of Trustees Meeting: Monday, February 9, 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.*