

**KERN RIVER VALLEY PUBLIC CEMETERY DISTRICT
BOARD OF TRUSTEES MEETING**

MEETING AGENDA

**Regular Meeting
Tuesday September 10th, 2024 @ 1:00 PM**

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

A. CALL TO ORDER

B. ROLL CALL OF THE BOARD

C. INVOCATION AND PLEDGE OF ALLEGIANCE

D. PUBLIC REQUESTS, COMMENTS OR PRESENTATIONS

This portion of the meeting is reserved for persons 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!**

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.

Past Board Meeting Minutes:

- 1. Regular Board Meeting Minutes – January 3rd, 2024**
- 2. Special Board Meeting Minutes – January 24th, 2024**
- 3. Regular Board Meeting Minutes – March 12th, 2024**
- 4. Regular Board Meeting Minutes – August 13th, 2024**

Non-Resident Fee Waiver:

- 1. Zwahlen, Shirley : III-B,305, A (*requests fee waiver, former longtime resident*)**

F. MANAGER’S REPORT

Information Only

- **Orion Sanders, District Manager**

G. ADMINISTRATIVE UPDATE

Information Only

- **John Blythe, Administrative Assistant**

Financial Snapshot Summaries:

- 1. District Account Balances - 2023-2024 FYE**

2. District Account Balances - July 31st, 2024
3. District Account Balances - August 31st, 2024
4. Audit Updates for Delinquent Fiscal Years

H. OLD BUSINESS:

- | | |
|--|-------------------------|
| 1. Grand Jury Recommendations Update | <i>Information Only</i> |
| 2. Moving Investment Funds
from Stifle, Nicholas & Co. to Kern County | <i>Discussion</i> |
| 3. Consider forming new Board Officers (Secretary, Treasurer) | <i>Discussion</i> |
| 4. District Bylaws for Review | <i>Discussion</i> |
| 5. Fiscal Year Budget 2024-2025 | <i>Action</i> |
| 6. Cemetery Software – CemSites | <i>Action</i> |

I. NEW BUSINESS

- | | |
|---|-------------------|
| 1. New District Website | <i>Discussion</i> |
| 2. District Forms – Updated | <i>Action</i> |
| 3. District Master Fee Register – Update Prices | <i>Action</i> |

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: October 8th, 2024 @ 1:00 PM