

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

**MEETING AGENDA**

**Regular Meeting  
Tuesday August 13<sup>th</sup>, 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.

**Backlog of Past Board Meeting Minutes:**

- 1. Regular Board Meeting Minutes – February 7<sup>th</sup>, 2022**
- 2. Regular Board Meeting Minutes – March 8<sup>th</sup>, 2022**
- 3. Regular Board Meeting Minutes – May 10<sup>th</sup>, 2022**
- 4. Special Board Meeting Minutes – June 14<sup>th</sup>, 2022**
- 5. Regular Board Meeting Minutes – July 12<sup>th</sup>, 2022**
- 6. Regular Board Meeting Minutes – September 20<sup>th</sup>, 2022**
- 7. Regular Board Meeting Minutes – December 19<sup>th</sup>, 2022**
- 8. Regular Board Meeting Minutes – January 10<sup>th</sup>, 2023**
- 7. Regular Board Meeting Minutes – May 25<sup>th</sup>, 2023**
- 8. Regular Board Meeting Minutes – June 5<sup>th</sup>, 2023**
- 9. Regular Board Meeting Minutes – November 14<sup>th</sup>, 2023**

**Recent Board Meeting Minutes:**

- 1. Regular Board Meeting Minutes – July 9<sup>th</sup>, 2024**

- F. ANNUAL INVESTMENTS PRESENTATION** *Discussion*  
 - Sandra Wheeler, Financial Advisor – Stifle & Nicholas Co.
- G. MANAGER’S REPORT** *Information Only*  
 - Orion Sanders, District Manager
- H. ADMINISTRATIVE UPDATE** *Information Only*  
 - John Blythe, District Administrative Assistant
- I. OLD BUSINESS:**
1. Consider forming new Board Officers (Secretary and Treasurer) *Action*
  2. Fiscal Year Budget 2024-2025 *Action*
  3. Cemetery Software – Cemsites *Action*
- J. NEW BUSINESS**
1. Welcome New Trustee Teresa Barnham *Information Only*
  2. District Website – William Box *Discussion*
  3. Review District Policy: #2145 Records Retention *Discussion*
  4. Scattering of Ashes – Rose Garden *Action*
  5. District Master Fee Register – Update Prices *Action*
  6. District Surplus - Sell District Utility Vehicle *Action*
  7. Annual Adoption of Resolution #108: District Investment Policy *Action*
  8. FYE 2016-2017 Financial Statements (currently in audit) *Action*
- K. 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])*
- L. ADJOURNMENT**

Next Regular Board of Trustees Meeting: September 10<sup>th</sup>, 2024 @ 1:00 PM

*\*Trustee Teresa Barnham  
 will be participating remotely from:  
 5540 Lake Isabella Blvd. Suite E3  
 Lake Isabella, CA 93240*