

MINUTES OF THE REGULAR MEETING
JUNE 16TH, 2026
BOARD OF TRUSTEES
CLOVIS CEMETERY DISTRICT
305 N. VILLA
CLOVIS CA. 93612

PRESENT

Jim Linenbach Chairman
Ken Long Trustee
Charles Rigsbee Vice Chairman - *Via Phone*
Dwight Kroll Trustee
Charles Briggs Trustee

STAFF

Stacie Caldwell District Manager
Juan Pedraza Operations Manager
Chauncie Kirkham Family Coordinator/District Sec.

The May 19th, 2026 meeting was called to order by Chairman Linenbach at 9:00 am and roll call was made. All were present - *Charles Rigsbee Via Phone*

ADDITONS TO THE AGENDA: None

UNSCHEDULED MATTERS: None

GENERAL CONSENT ITEMS:

Approval for April 2026 Minutes. Trustee Long made the motion to approve April 2026 minutes. Chairman Linenbach seconded the motion. Motion passed 4.0

Approval for May 2026 minutes. Trustee Kroll made the motion to approve May 2026 minutes. Trustee Long seconded the motion. Motion passed 5.0

Approval of May 2026 Expenses. Vice Chairman Rigsbee made the motion to approve May 2026 Expenses. Trustee Kroll seconded the motion. Motion passed 5-0.

ACTION ITEMS:

A. OLD BUSINESS:

- a. Tollhouse Expansion Update – David Horn came out to inspect grading. Grading is slightly too high so it needed to be adjusted down some. A new gate and fence were installed north of the Mary Barton chapel. Electrician came out to see why breakers were being blown, found and fixed issue. Solar & motion activated light was also installed.
- b. Employee Wage Increase – wage increase will be 6% with the understanding that no new employees will be hired until the board specifies. The first check in July 2026 will reflect the new wage increase. Trustee Kroll made the motion to accept the 6% increase and no new employees to be hired until the board specifies. Vice Chairman Rigsbee seconded the motion. Motion passed 5.0.
- c. Update for new door for mechanic shop and locks for the restrooms at the office – new door was installed a few weeks ago. Locks were also replaced and matched for both office bathroom doors.
- d. Information for permanent canopy at the Tollhouse Cemetery – canopy is in the process of being put together and anchors were ordered to secure it to the concrete.
- e. Consider 1st phase of the tree trimming estimate – estimate received for \$38,000 to \$40,000 for 42 trees. Requesting to start trimming in the beginning of the fall (roughly October).

- f. Update for AT&T bill – emailed Shante Jenkins regarding no service during the time frame of the bill. No answer received back.
- g. Revisit checking into a new CPA firm – check with other districts who the use.

B. NEW BUSINESS:

- a. Guest Jaribu Nelson, auditor to present 2025 audit - Jaribu Nelson presented financial audit for 2025. Gave recommendations for the district. Trustee Kroll made the motion to accept the audit with recommendations. Trustee Long seconded the motion. Motion passed 5.0.

REPORTS AND ADMINISTRATIVE ACTION:

District Manager's report: N/A

Operations Manager Report: Adolfo & Luis built a new trailer for the Redbank cemetery. Next week we are laying crushed rock up at the Tollhouse cemetery. Recommended getting new estimates for new crash gate and to finish the fence line for the future expansion.

Chairman's report: N/A

Board member report: N/A

Chairman Linenbach adjourned the meeting at 11:30 a.m.

Next regular meeting: July 21st, 2026 at 9:00 a.m.



JIM LINENBACH, CHAIRMAN



CHAUNCIE KIRKHAM FAMILY COORDINATOR/DISTRICT SEC.