MINUTES OF THE REGULAR MEETING
SEPTEMBER 15TH, 2026
BOARD OF TRUSTEES
CLOVIS CEMETERY DISTRICT
305 N. VILLA
CLOVIS CA. 93612

PRESENT
Jim Linenbach Chairman
Ken Long Trustee
Charles Rigsbee Vice Chairman
Charles Briggs Trustee

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

The September 15th, 2026 meeting was called to order by Chairman Linenbach at 9:00 am and roll call was made. Absent Trustee Dwight Kroll.

ADDITONS TO THE AGENDA: None

UNSCHEDULED MATTERS: None

GENERAL CONSENT ITEMS:
Approval for August 2026 Minutes. Trustee Ken Long made the motion to approve the meeting minutes for August 2026. Vice Chairman Charles Rigsbee seconded the motion. Motion passed 4.0. Approval for August 2026 expenses. Vice Chairman Charles Rigsbee made the motion to approve the expenses for August 2026. Trustee Ken Long seconded the motion. Motion passed 4.0

ACTION ITEMS:
A. OLD BUSINESS:

- **a.** Guest Jennifer Naitaki. Bret Rush of Supervisor Nathan Magsisg's office. Jennifer expressed her concerns for the constant geese feces on the cemetery grounds. Chairman Linenbach explained how they are part of mother nature and we can not do anything about them being out here on the grounds. Jennifer suggested maybe placing waste stations around for families to pick it up. The board agreed to place one waste station out for family members that would like to pick up geese feces. Jennifer also requested to have a blue star painted on her father's headstone setting for his military service.
- **b.** Tollhouse Expansion update – meeting David Horn to go over final grading. Regrading was redone but still sloped too much for the area. David is working on sales map. Top Choice fence estimate came in for $9,290.00. Chairman Linenbach made the motion to accept Top Choice fence companies estimate. Vice Chairman Charles Rigsbee seconded the motion. Motion passed 4.0
- **c.** Update for AT&T collection – no response from email sent. Sending one more email and if still no response, send everything to Doug Jensen to handle.
- **d.** Update of revision of district office and cleaning service – Barbie (Zenshine Cleaning) has started cleaning our office and bathrooms. Grounds crew to re-epoxy both front bathrooms to match the porch area.

e. Information for appreciation lunch date of September 18th at 12:00 in the shop area – ordering Tahoe Joes for lunch

B. NEW BUSINESS:

a. Consider a part time employee to help out filing in the office – needing a part time employee to help with filing and answering phones. Will be less than 30 hours.
b. Ameriguard Security expense to replace panel In office – new panel and sensors needed to be upgraded due to new windows being installed. System too old and needs to be upgraded. Vice Chairman Charles Rigsbee made the motion to accept the proposal from Ameriguard to upgrade the security system in the office. Trustee Briggs seconded the motion. Motion passed 4.0.
c. Budget contract or budget review – no contract received from Price Page as of today. Contact Cameron to receive it.

REPORTS AND ADMINISTRATIVE ACTION:

District Manager's report:

Cleanup of cemeteries will start as of October 1st, 2026 and it will be posted on our website and on information board by the office. Luncheon for staff and board will be on September 18th at 12:00.

Operations Manager Report: Safety pruning needs to start in October with the first phase starting around October 19th. Vice Chairman Charles Rigsbee made the motion to start the first phase of safety pruning in October. Trustee Ken Long seconded the motion. Motion passed 4.0

Chairman's report: N/A
Board member report: N/A

Chairman Linenbach adjourned the meeting at 11:40 a.m.
Next regular meeting: October 20th, 2026 at 9:00 a.m.

JIM LINENBACH, CHAIRMAN

CHAUNCIE KIRKHAM, FAMILY COORDINATOR / DISTRICT SEC.