

MINUTES OF THE REGULAR MEETING
APRIL 30TH, 2026
BOARD OF TRUSTEES
CLOVIS CEMETERY DISTRICT
305 N. VILLA
CLOVIS CA. 93612

PRESENT

Jim Linenbach Chairman
Ken Long Trustee
Charles Briggs Trustee

STAFF

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

The April 30th, 2026 meeting was called to order by Chairman Linenbach at 9:00 am and roll call was made. Trustee Dwight Kroll and Vice Chairman Charles Rigsbee were absent.

ADDITONS TO THE AGENDA: None

UNSCHEDULED MATTERS: None

GENERAL CONSENT ITEMS:

Approval of the March 2026 Minutes. Motion made by Trustee Briggs to approve March 2026 minutes. Trustee Long seconded the motion. Motion passed 3-0. Approval of March 2026 Expenses. Chairman Linenbach made the motion to approve March 2026 Expenses, as corected. Trustee Briggs seconded the motion. Motion passed 3-0.

ACTION ITEMS:

A. OLD BUSINESS:

- a. Tollhouse Expansion Update – Estimate received from David Horn for final grading and paving access road for \$20,806.50. Created 280 new graves once it's all completed. Chairman Linenbach made the motion to accept David Horn's estimate for \$20,806.50 to finish grading and paving the new access road. Trustee Long seconded the motion. Motion passed 3-0.
- b. Employee Review procedure – tabled until next meeting

NEW BUSINESS:

- A. Future niche project to the south – Rico's created new map and design mock-up for future above ground niches.
- B. Consider permanent canopy at Tollhouse Cemetery – 12x24 permanent structure to sit where the Mary Barton Chapel used to be on the cement pad. Trustee Briggs made the motion to purchase a canopy type structure to be purchased for the Tollhouse Cemetery and not to exceed \$6000.00. Trustee Long seconded the motion. Motion passed 3.0.

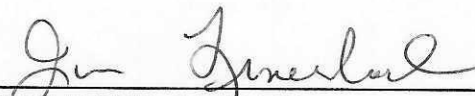
REPORTS AND ADMINISTRATIVE ACTION:

District Managers' report: Bud vases for Niche Plaza from Amazon to be ordered. The first vase will be complementary from the district after that the families will need to purchase a new one.

Operations Manager Report: The water pump at the Clovis cemetery went out. A & S pump came out and found a bearing got stuck and burned up the motor. The motor was replaced the same day. During the recent storm, Academy cemetery had twelve downed headstones. As of today, five have been fixed and the rest are in the process of being completed.

Chairman's report:
Board member report:

Chairman Linenbach adjourned the meeting at 11:05 a.m.
Next regular meeting: May 19th, 2026 at 9:00 a.m.



JIM LINENBACH, CHAIRMAN



CHAUNCIE KIRKHAM FAMILY COORDINATOR/DISTRICT SEC.