

MINUTES OF THE REGULAR MEETING
OCTOBER 15TH, 2024
BOARD OF TRUSTEES
CLOVIS CEMETERY DISTRICT
305 N. VILLA
CLOVIS CA. 93612

PRESENT

Jim Linenbach Chairman
Charles Rigsbee Trustee
Dwight Kroll Trustee
Charles Briggs Trustee
Ken Long Trustee

STAFF

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

The September 2024 meeting was called to order by Chairman Linenbach at 9:00 am and roll call was made, all were present.

ADDITONS TO THE AGENDA: None

UNSCHEDULED MATTERS: None

GENERAL CONSENT ITEMS:

Approval of September 2024 Minutes. Motion made by Trustee Rigsbee to approve September 2024 minutes. Trustee Kroll seconded the motion. Motion passed 5-0. Approval of September 2024 Expenses. Trustee Kroll made the motion to approve September 2024 Expenses. Trustee Long seconded the motion. Motion passed 5-0.

ACTION ITEMS:

A. OLD BUSINESS:

- a. Redbank expansion – North portion of the trees and irrigation are almost complete. Waiting for the rest of the benches to arrive to install.
- b. Update on estimates for the road repair in the old section of the Clovis Cemetery – Both estimates have been received and reviewed by the Board. No decision will be made until CCD grounds men pour concrete curbing at Redbank's.
- c. Tollhouse expansion update- Starting in November, CCD will remove 3 trees. David Horn will be remapping the area due to water lines needing to be moved. David Horn is getting two estimates for the new fencing to be completed and two estimates for extending & connecting the existing road to the new road.
- d. Update on new niche project and other projected areas – Designer and Hal will be here on 10/16/24 to go over the plans.
- e. Update on 3 phase estimates for safety pruning in the Clovis Cemetery – Phase I will be completed by 10/16/2024. Phase II will start in the spring of 2025. Phase III will start in the fall of 2025.
- f. Price Paige Company engagement letter FY 24/25 – Price Paige added in QuickBooks, pre-needs and the completed budget by November 1st, 2024 to the engagement letter. Letter was signed and returned to Price Paige.

- g. Update on new WIFI and phone system through Computer Care/Attitude Online – AT&T came out and looked at running the new fiber optics. Have not received final report yet.

B. NEW BUSINESS:

- a. Discuss tentative date for Board members to review the financials and budget – wait for the finalized budget to be in district hands before setting date.
- b. Give information on ground squirrel population at the Academy, Clovis & Redbank cemeteries – Operations Manager Juan Pedraza was able to purchase bait for the squirrels. The product is controlling the ground squirrel population at all cemeteries.

REPORTS AND ADMINISTRATIVE ACTION:

District Managers' report: Tep's from USA staffing agency will start as of October 21st, 2024 if needed. CSDA mixer will be on November 12th from 3-5p.m. Office will close at 3:00 p.m. for staff to attend.

Chairman's report: None

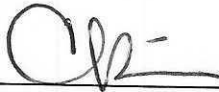
Board member report: None

Chairman Linenbach adjourned the meeting at 10:30 a.m.

Next regular meeting: November 19th, 2024 at 9:00 a.m.



JIM LINENBACH, CHAIRMAN



CHAUNCIE KIRKHAM, DISTRICT SEC./FAMILY COORDINATOR