

MINUTES OF THE REGULAR MEETING
JUNE 18TH, 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 June 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 April & May 2024 Minutes. Motion made by Trustee Rigsbee to approve April & May 2024 minutes. Trustee Kroll seconded the motion. Motion passed 5-0. Approval of April & May 2024 Expenses. Trustee Kroll made the motion to approve April & May 2024 Expenses. Trustee Long seconded the motion. Motion passed 5-0.

ACTION ITEMS:

A. OLD BUSINESS:

- a. Redbank expansion – Irrigation system is completed and working. Seed was planted for new grass. Ordered 12 new trees to plant along East side of property, along with a few new benches.
- b. Information of the property to the South of Clovis Cemetery – Email received from Christy Ransom-Lingenfelter, stating the property is in escrow and closing at the end of the month.
- c. Update on estimates for the road repair in the old section of the Clovis Cemetery – Waiting on the last two estimates to be received.
- d. Tollhouse expansion update- David Horn designed an in-ground cremation area and a new in-ground full burial area giving the cemetery roughly 220-250 new grave spaces.
- e. Update on new niche project and other projected areas – Designer from Christy Vaults due to come out on 06/19/24 to look at the area around the flag pole and create a design.
- f. Special meeting review of Grand Jury Report – All five sets of financials sent to CPA/Auditor to review and finalize. Requesting time frame of completion.
- g. Consider cost of living or wage adjustment increase for all full-time employees – Trustee Rigsbee made the motion to accept a 5% cost of living increase for all full-time employees starting July 1st, 2024 and to revisit once the budget has been completed. Trustee Kroll seconded the motion. Motion passed 5-0.

B. NEW BUSINESS:

- a. Consider 3 phases of safety pruning for the south and east sections and the surrounding parameter in the Clovis Cemetery – Juan to get estimates from South Bay starting with the 1st set of trees being up front along Villa Ave. 2nd set will be along the South side of the property. 3rd set will be the East side/back portion of the cemetery.
- b. Information on the progress of the metropolitan Flood Control District weather station at the Tollhouse Cemetery –First annual check was received for \$500.00.

REPORTS AND ADMINISTRATIVE ACTION:

District Managers' report: Meeting with Nathan Magsig regarding how the district receives money from the county.

Chairman's report: None

Board member report: None

Chairman Linenbach adjourned the meeting at 10:55 a.m.

Next regular meeting: June 16th, 2024 at 9:00a.m.



JIM LINENBACH, CHAIRMAN



CHAUNCIÉ KIRKHAM, DISTRICT SEC./FAMILY COORDINATOR