

KINGSBURG CEMETERY DISTRICT
P.O. Box 542, Kingsburg, CA 93631

MINUTES

Due to a lack of a quorum, the regular monthly Board of Trustee meeting of Tuesday, July 28, 2026, was adjourned at 1:00PM, by Superintendent, Carmen Rojas, Jr., acting as Clerk and the meeting was postponed until Tuesday, August 11, 2026, at 1:00PM in the office of the Kingsburg Cemetery District.

Due to a lack of a quorum a second time, the rescheduled Board of Trustee meeting of Tuesday, August 11, 2026, was adjourned at 1:00PM, by Superintendent, Carmen Rojas, Jr., acting as Clerk and the meeting was rescheduled for Tuesday, August 18, 2026, at 1:00PM in the office of the Kingsburg Cemetery District.

The rescheduled monthly Board of Trustee meeting was held on Tuesday, August 18, 2026. The meeting was called to order at 1:03pm by Chairperson, Rick Carsey in the office of the Kingsburg Cemetery District. Present were Chairperson, Rick Carsey, Vice Chairperson, Tamara Jackson, Secretary, Wesley Carlson, Superintendent, Carmen Rojas, Jr. and Office Manager, Jennifer Santos.

PUBLIC INPUT: None

CORRESPONDENCE: Informed Board of "President's Special Acknowledgement Award" the Kingsburg Cemetery received from SDRMA for having no paid claims on the Property/ Liability Program for the last 5 consecutive program years, 2021-2026.

READING OF MINUTES: After a minor correction, a motion to accept the minutes was made by Tamara Jackson and seconded by Wesley Carlson. All in favor, motion carried.

SUPERINTENDENT REPORT: 1.) Informed the Board that the block wall on north end of cemetery which was struck by a vehicle on Mother's Day weekend has now been repaired. The responsible driver's insurance company has processed the claim. Total cost to repair the wall, labor & materials, was \$2,900. 2.) Informed Board that an All Souls Day Mass will be held at the cemetery on Monday, November 2, 2026, at 12:00 noon behind the office/shop building. Staff will put out two awnings for shade and all 32 chairs. 3.) Informed Board of two public records act requests received from Data Branch USA (Delaware) and of action taken by staff. 4.) Gators: Informed Board that employees were given safety training regarding riding on KCD vehicles. 5.) Informed Board that the employee who has been out on personal, medical leave will be returning to work on September 1, 2026, without any restrictions.

PLANNING WORKSHOP: The rezoning ordinance was approved by the Planning Commission on May 14, 2026. It then went to the City Counsel and was approved to create a "use" in that zone (conditional permit) and now requires a second reading after 30 days. If approved, the cemetery may then apply for a Conditional Use Permit (CUP).

OLD BUSINESS:

1. Fresno County Treasury and WestAmerica Bank account balances: Inform Board of amounts: WestAmerica Bank checking \$9,673.65, WestAmerica Bank Savings \$410,159.38 and Fresno County Treasury account \$ 1,850,224.82. A motion was made to ratify the \$25,000 transfer made from the WestAmerica savings account to the WestAmerica checking account by Wesley Carlson and seconded by Rick Carsey. All in favor, motion carried. Then Rick Carsey made a motion to move \$105,000 from the Fresno County funds and deposit \$80,000 into WestAmerica checking and \$25,000 to be deposited into WestAmerica Savings account. Seconded by Tamara Jackson. All in favor, motion carried.
2. Temporary Burial Markers: Board instructed staff to move forward with this project, *The Re-MARK-able Plan*. Markers will be 8"X16" in size and made of medium grey granite.
3. Irrigation Well/East Side: Board was informed that the East irrigation system is now connected to the westside irrigation. \$1,374.91 was spent on supplies, valves, fittings, sprinklers, etc. The filter was moved from the East well to the center of the cemetery and now connects the westside well with the irrigation system as a temporary fix. Quotes to drill a new well will be provided by

staff at a future meeting.

4. Fiscal Year 2026-2027 Budget: The Board reviewed the proposed 2026-27 fiscal year budget. After discussion, changes were made by the Board. A motion to adopt that budget with the changes was made by Wesley Carlson and seconded by Tamara Jackson. All in favor, motion carried.
5. Mower Demo: Superintendent informed Board of a mower that was demoed, X-Mark Lazer 2. A motion was made to allow the spending of up to \$60,000 to purchase a new mower by Rick Carsey. Seconded by Tamara Jackson. All in favor, motion carried.

NEW BUSINESS:

1. Demolition Permit of SFR at 641 10th Avenue, Kingsburg: A motion was made by Wesley Carlson to approve payment to the City of Kingsburg for \$1,394.56 for the permit to demolish the SFR at 641 10th Ave., Kingsburg and seconded by Rick Carsey. All in favor, motion carried.
2. Fresno County Special Districts Data Sheet: Fresno County requests an updated list of signers annually for the county checks, on the Special Districts Data Sheet. The Board signed the updated Data Sheet, and the Superintendent will deliver it to the Fresno County office.
3. Conflict of Interest Code: Informed Board that the Kingsburg Cemetery' District's Conflict of Interest Code is due for review. Notice was posted on August 7, 2026, for a 45-day comment period. Any updates or amendments will be made at the September 22nd Board Meeting. No action taken. Tabled for next meeting.

BOARD COMMENTS: Board time to make comment(s). No action to be taken by the Board.

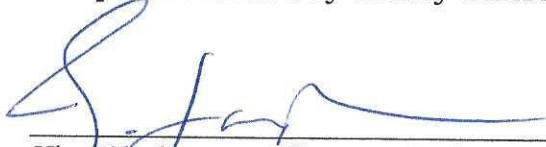
1. Wesley Carlson: Asked to consider opening cremation plots in Block 16 or Block 15.
2. Tamara Jackson: None
3. Rick Carsey: None

ACCOUNT BALANCES, INCOME, and EXPENSES: Please see **Profit & Loss, Balance Sheet, Sales by Item Summary, Deposit Detail, & Check Detail** reports for the months of **June and July 2026.**

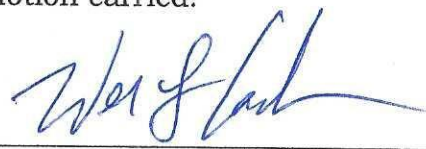
BILLS FOR APPROVAL: Review all bills and sign checks for the period **August 17, 2026, through August 18, 2026.** Tamara Jackson made a motion to pay all bills provided. Second, by Wesley Carlson. All in favor. Motion carried.

NEXT MEETING: The next meeting will be held on Tuesday, September 22, 2026, at 1:00pm.

ADJOURN: There being no further business, Rick Carsey made a motion to adjourn the meeting at 3:35pm. Seconded by Wesley Carlson. All in favor, the motion carried.


Vice Chairperson-Tamara Jackson

ATTEST


Secretary-Wes Carlson