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

**MINUTES**

The regular scheduled meeting of March 24, 2026, was called to order by Chairperson Rick Carsey at 1:03pm. Present were Chairperson, Rick Carsey, Vice Chairperson, Tamara Jackson, Superintendent, Carmen Rojas, Jr. and Office Manager, Jennifer Santos. Secretary, Wesley Carlson, arrived at 1:04pm while the Board was reading through the last meeting's minutes. Board Member, Tamara Jackson was excused from the meeting at approximately 2:35pm.

**PUBLIC INPUT:** None

**CORRESPONDENCE:** A thank you card was received from Sandra Bartholomew thanking all cemetery employees who were involved with the interment of her mother, Consuelo 'Connie' Perez.

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

**SUPERINTENDENT REPORT:** 1.) Parked Vehicles: Fresno County has opened a case for the county side of 6<sup>th</sup> Avenue Drive behind the cemetery. KCD to wait and see what happens. 2.) Loss Prevention: Informed Board of check received from SDRMA for reimbursement of loss prevention expenditures in the amount of \$1,000. 3.) Informed Board of employee injury while breaking up hardpan with large heavy prybar. Board Member Rick Carsey suggested the cemetery look into purchasing an electric jack hammer. 4.) Informed Board of new website for CAPC (California Association of Public Cemeteries). This updated information was emailed to each Board member. 5.) Notification to the Board of the Discover Card Merchant Class Action Settlement. 6.) Informed Board of a couple who were taking (stealing) flowers. Superintendent spoke with the couple.

**PLANNING WORKSHOP:** The emailed Condition of Title should be finalized. Asbestos samples should be taken today by Craig Wobschall / Air Quality Compliance Solutions. There is no answer yet regarding the Rezoning cemetery property.

**OLD BUSINESS:**

1. Fresno County Treasury and WestAmerica Bank account balances: Inform Board of amounts: WestAmerica Bank checking \$22,322.97, WestAmerica Bank Savings \$425,074.91 and Fresno County Treasury account \$ 1,738,865.39. A motion was made by Rick Carsey to move \$30,000 from the Fresno County funds and deposit into WestAmerica checking. Seconded by Wesley Carlson. All in favor, motion carried.
2. Temporary Burial Markers: Superintendent to purchase a few 12"X12" cement steppingstones from Home Depot and engraving them to do a test to see how they look and how they hold up if placed on cemetery grounds in an unopened area. Superintendent to also get cost of metal plates and cost for engraving the cement stones as comparison.
3. Employee Concern Form: Board reviewed form provided by staff and recommended changes.

**NEW BUSINESS:**

1. Backhoe/ Loader: Informed Board of quotes received for a new backhoe/loader. Superintendent to look into testing a Case 575N EP. No action taken.
2. Proof of Residency Policy: Staff were asked to verify eligibility to purchase burial rights and allow burials based on the Health and Safety Code.

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

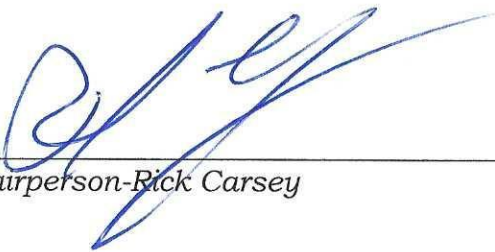
1. Wesley Carlson: Thanked Jennifer for her efforts and good work.
2. Tamara Jackson: None.
3. Rick Carsey: Complimented Carmen for the thank you card received.

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

**BILLS FOR APPROVAL:** Review all bills and sign checks for the period **March 16, 2026, through March 24, 2026**. A motion was made by Wesley Carlson to pay all bills provided. Seconded by Rick Carsey. All in favor. Motion carried.

**NEXT MEETING:** The next meeting will be held on Tuesday, April 28, 2026, at 1:00pm.

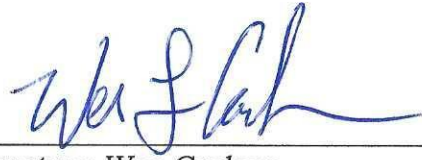
**ADJOURN:** There being no further business, a motion was made by Wesley Carlson to adjourn the meeting at 3:05pm. Seconded by Rick Carsey. All in favor, the motion carried.



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Chairperson-Rick Carsey

**ATTEST**



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Secretary-Wes Carlson