WOODLAKE
PUBLIC CEMETERY DISTRICT

Board Meeting Minutes

Monday, June 8, 2026, 10:30 a.m.

Location: Woodlake Public Cemetery District Office, 165 N. Cypress Street in Woodlake

---

Board Members Present: Alex Reynoso, Gracie De La Rosa, Trisha Perez

Absent: Michael Marquez, William Valero

Others Present: Trilby Barton, District Manager

Call to Order: Director Alex Reynoso called the meeting to order at 10:37 a.m.

Approval of the Agenda: It was moved to approve the agenda by Mr. Reynoso and seconded by Ms. De La Rosa. Agenda was approved.

Public Comment: None. No members of the public present.

Minutes: Mr. Reynoso moved to approve the minutes of the May 18, 2026 Board Meeting, and Ms. Perez seconded. The minutes were approved.

Administration:

- **Financial Report:** Ms. Barton reviewed the May 2026 financial report. A total revenue of $18,183.27 was deposited into the treasury account on June 4, 2026 for the May income. There were three burials in May, two full casket and one cremation. A total of three pre-need plots were sold, all full casket. Expenses for May totaled $16,594.27, which included $1,341.37 to Woodlake Grower Supply for the Spring round of grass seed. Expenses to date for June total $9,381.80, which includes $2,400 to City of Woodlake for the District's loan repayment, $540 to Avila Ag Services for the transmission pump issue and research on pricing for parts for the brake and transmission repairs, $848.25 to Fruit Growers for the Spring round of Weed N Feed, $4,334 to Christy Vaults for the March vault order (they didn't send the invoice immediately after the order was delivered), and reimbursement to Trilby Barton for Quickbooks monthly subscriptions for May and June and Amazon for a flag pole stand, table cloth and manual lawn aerator.

  Ms. Barton also provided the Bank of Sierra account reconciliation report for the month of May. Month 10 reports for the 785 and 786 accounts hadn't been received from the County yet and will be provided at the July meeting.

Ms. Barton reported that materials had been ordered and delivered from BORGA Steel for the roof on the Seatrain Equipment Area Project. She provided an updated budget tracking for the project. The District originally received $26,374.28 from the insurance company, and the final project cost was $26,240.84, bringing us under budget by $133.44. Labor was volunteered by Mr. Reynoso and completed by our grounds crew, which helped save a significant amount of money on the project by completing it in-house.

- **2026-2027 Fiscal Year Budget:** Ms. Barton provided a rough draft of the 2026-2027 Fiscal Year Budget. She noted that she's going to flush out the revenue numbers a bit more, but as of now, we are looking at a budget of $288,170 for revenue.

  On the expenses, she noted that she included a Cost of Living Adjustment of 3 percent for the employees. She researched the average COLA for California in 2026 and it was listed as between 2.5 to 3.5 percent. She met in the middle and based numbers off of 3 percent. This increase would be in addition to their annual performance raises. Ms. Barton also noted that she budgeted the complete payoff of the loan to the City of Woodlake as the Board previously discussed. Ms. Barton provided the Infrastructure Priority Projects & Wishlist Items for the fiscal year, which will include three audits (with the goal of being caught up by the end of the fiscal year), and rough numbers for the fence replacement project. If we have extra money at some point in the fiscal year, there is also $10,000 budgeted to purchase a new mobile awning for the graveyard. She also put an excavator on the list, noting that it will likely have to wait until the following fiscal year because the fence project will be the priority for this year.

- **Memorial Day Report:** Ms. Barton reported that we had a great turnout for the Memorial Day Ceremony. About 30 members of the community came out that Saturday to help put out the flags and crosses, and all 400 veterans were marked within an hour. The same with the week after when the crosses and flags were picked back up. She also reported that Congressman Jim Costa provided a proclamation to the District for Memorial Day, and Mayor Rudy Mendoza also presented one on behalf of the City. The attendance at the ceremony was one of the largest we've had.

Grounds Report:

- **Grounds Improvement Updates:** Ms. Barton reported the grounds crew has been continuing to work on the yard, and have been troubleshooting the irrigation to get those hotspots covered by sprinklers. They'll be working with Mr. Reynoso to build the roof on the seatrain project, and catching up on headstone installations and repairs.

- **Seatrain Storage Project Update:** Ms. Barton reported that the materials have been delivered, and we'll be coordinating with Mr. Reynoso on his schedule to build the roof.

- **Wall Replacement Project:** Ms. Barton still needs to meet with the contractor, and she'll be reaching out to them.

Closed Session: None

Board Comments & Additional Comments:

- None

Next Meeting – The next meeting will be held on Monday, July 13, 2026 at 10:30 a.m.

Meeting was adjourned at 11:30 a.m.

Signed: _____

Trisha Perez, Board Secretary